

Carter County Commission

Minutes of:

Buildings & Grounds Committee Zoom Meeting

January 5, 2021 6:00 PM



RECEIVED
1-14-2021
@ 8:30 AM

Members:

Isaiah Grindstaff - present

Ginger Holdren - present

Robert Acuff - present

Randall Jenkins - present

Mike Hill - present

Daniel McInturff - present

Brad Johnson - present

Thomas Proffitt - present

I. Call to Order

The Building & Grounds Committee was called to order by Chairman Isaiah Grindstaff at 6:03 pm.

II. Approval of Agenda

Chairman Grindstaff asked to make an amendment to the agenda by adding section 5-B to New Business, Building Automation System presentation by Mark Hall with HSC. A motion was made by Ginger Holdren, second by Randall Jenkins to approve the amended agenda.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – abstain

Isaiah Grindstaff – yes

Ginger Holdren – yes

Daniel McInturff – yes

Thomas Proffitt – yes

With a vote of seven (7) yes votes and one (1) abstain, the motion was approved.

III. Approval of December meeting minutes

Didn't get sent out, bypass this

IV. Public Comments

None

V. New Business

a. Carter County Election Office – Roof Leak/Replacement

Request from Mayor's Office to allocate up to \$40,000 from Capital Improvements Fund for replacement costs.

Mayor Woodby was notified by maintenance, about a leak in the election office roof. She has a roofer coming in to give an estimate to see if it can be fixed or placed out for bids. Ron believes that it will take about \$25,000 but with the cost increases he has seen because of Covid he informed her that it could be as much as \$40,000. Mayor Woodby is asking for up to \$40,000 to repair or replace the roof. Chairman Grindstaff asked if the roof wasn't repaired or replaced under previous mayor Leon Humphreys when it was taken over from the 911 office. Brad Johnson said that it was a rubber roof. Mayor Woodby stated that she

believed that it was repaired. Chairman Grindstaff asked where exactly where the roof was leaking. Mayor Woodby asked Abby Frye if she remembered where Ron said the leaks were. She reported that the rubber had bubbled up around the air conditioning unit and where the voting machines were stored. She stated that at least two companies have patched it in the past few years.

Randall Jenkins made a motion, second by Daniel McInturff to approve up to \$40,000 from Capital Improvements to be sent to budget for approved for the repair or replacement of the roof of the Election Office. Ms. Holdren asked if they want to keep repairing or do, they need to look at replacing it with a different type of roof. Mayor Woodby explained that the idea was to get a jump on the process for repair or replacement. The amount may be \$25,000 or it could be doubled. This is to start the process.

Roll Call:

Randall Jenkins – Yes

Mike Hill – Yes

Robert Acuff – Yes

Brad Johnson – Yes

Thomas Proffitt – Yes

Ginger Holdren – Yes

Daniel McInturff – Yes

Isaiah Grindstaff – Yes

The motion was unanimously approved.

b. Building Automation System presentation by Mark Hall with HSC

Mark Hall with HSC (Hughes Supply Company) did a presentation on energy management and how it can benefit the county and save money. Mr. Hall stated that they do a lot of work with K-12 schools in the area. Mayor Woodby informed the committee that the county electric bill is about \$225,000 per year. When this company reached out to her, she thought it would be something for the committee to look into. Mr. Hall used the example, in the Chattanooga area they are in 42 schools, when they have a snow day the energy manager can push a button that says snow day and all the schools go into an energy savings mode. He claims that ten (10) additional teachers are employed with the savings each year. Chairman Grindstaff asked if this would control the lights in all the county buildings, Mr. Hall answered yes that the system can be placed in new construction but also can be modified for existing structures. Chairman Grindstaff told Mr. Hall that they were taking to an architecture firm about refitting the Workforce Development buildings. What would be the next step in deciding? Mr. Hall stated that he would like to see several buildings, bringing engineers in and then they could give a ball park figure on cost. Chairman Grindstaff stated that an RFP would have to be done. Ms. Holdren reminded the committee that this has been discussed in the past. Austin Jaynes was in discussion with at least one company. Mayor Woodby stated that personal heaters were being used all over the building because of the heating irregularities. This has got to be costing the county a lot. Chairman Grindstaff stated that he believed the RFP process needs to be started and thanked Mr. Hall for the presentation.

VI. Old Business

a. Courthouse security update

Chairman Grindstaff told the committee that he had received an email and the shipping of the door has been postponed till the end of the month.

b. Sluder property update

Mayor Woodby stated that they were still waiting for the maintenance people to be able to go to the property to finish.

c. ADA transition plan

Mayor Woodby stated that he had spoken to Gary Smith and he was hoping to get together with Commissioner Holdren about the project. She also spoke with Director Burke and he informed her that the money needed to be used by June 1, 2021 or it would be lost. Ms. Holdren stated that she would be happy to contact him to follow up. Chairman Grindstaff stated that the amount put aside for the project was \$25,000 total.

d. Paving at Planning /Probation offices

Finished

e. County Archive Dept location

Ms. Holdren informed the committee that she had heard from Ms. Cowen about the appraisal. She stated that she had not gotten with her to go over it yet. She will get in touch with her and hopefully bring it to the February meeting.

f. Northeast state contract

No update

g. Chamber of Commerce building

County Attorney Josh Hardin has reached out to Daniel Estes to let him know that the county can purchase the property. He said that he had reached out to Roger Day, no return information yet.

h. Workforce Development Complex as a CTE site for Carter County Schools – Dr. McAbee – updated contract from Shaw and Shanks

Went up to the property with Ron, they found the original drawing for the Northeast State Community College building but nothing for the Workforce Development Building. Those drawings are being digitized now. They are starting the process of doing drawings on the Workforce Development Building.

i. Shaw and Shanks work on Clerk & Masters new door

Mayor Woodby stated that the drawings were almost done. Waiting on approval from the Fire Marshal. Chairman Grindstaff stated that \$4,000 had been approved for the project.

9. Commissioner Comments

Brad Johnson asked, wasn't Shaw & Shanks to do breakdown for preliminary drawings. Chairman Grindstaff stated that he got an email from them and they are proceeding with the contracts from August.

Chairman Grindstaff stated that the drawings when finished should be placed in the archives.

Dr. Acuff stated that he agreed that the original drawings when finished needed to be in the archives for anyone to see but also thought they needed to be in the planning department so they would be easily accessible for any project that they were needed for.

Mayor Woodby informed the committee that she had been contacted that the UT Extension Office was closed because of Covid and they are working from home.

VII. Adjournment

A motion to adjourn was made by Ginger Holdren, second by Thomas Proffitt.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Thomas Proffitt – yes

Ginger Holdren – yes

Daniel McInturff – yes

Isaiah Grindstaff – yes

The motion was unanimously approved. The meeting was adjourned at 6:50 pm.

Respectfully submitted by

Gwen Crowe