

**HIGHWAY/BUILDING/GROUNDS/ENVIRONMENTAL/ZONING  
AND WELFARE COMMITTEE  
September 11, 2023**

Present: Thomas Snyder, Jr., Chairman, Mike Specha, and Jeff Nolen  
Absent: David Buckles  
Others present: Bryan Sharp, Mary Barry, Bill Kennedy, Dwanna Kelmel, Cliff Frye, Shawn Hammers, Ron Brown, Tiffany Senger, Blake Tarr, Linda Curtin, Matt Myers, Lee Harrison, Lucas Domonousky, and Elizabeth Hile in attendance.

The meeting of the Highway/Building/Grounds/Environmental/Welfare/Zoning Committee was called to order on Monday, September 11, 2023 at 6:30 p.m. in the Christian County Courthouse. The purpose of the meeting was County building issues, highway business and any other matters properly brought before the Committee. Roll call was taken and there was a quorum.

**PUBLIC COMMENTS**

Matt Myers asked to address County Engineer Frye regarding work to a culvert and surrounding dirt to divert water during heavy rains. Cliff advised that with heavy rains and no storm sewer, it is a difficult situation but advised the project is still scheduled but could not determine if work would happen this fall or not.

Lee Harrison spoke briefly advising his attendance was also out of concern with recent heavy rains and standing water creating a hazard especially at night.

**REQUEST TO USE COURT HOUSE LAWN**

Chairman Snyder referred to the written request for use of the Court House lawn for the annual Chilifest event the weekend of October 7<sup>th</sup> and 8<sup>th</sup>. He also referenced additional information that was provided which included vendors checking in starting on October 6<sup>th</sup> at 5 p.m. with cleanup beginning on Sunday the 8<sup>th</sup> at 5 p.m. Assistant States Attorney Mary Barry inquired if required food permits have been received. Linda from the Chamber advised permits have been received.

Motion by Mike Specha and second by Jeff Nolen to recommend to the full Board to approve the use of the Court House Lawn for the annual Chilifest event the weekend of October 7<sup>th</sup> through October 8, 2023. A roll call vote polled all ayes. Motion carried.

**ZONING BUSINESS**

Director's Report

Blake Tarr highlighted zoning updates to include the revenue for the month of August, the number of permit applications, and issuance of 45 no permit notice letters as well as conducted 1 onsite inspection. He also highlighted upcoming applications to the ZBA, calls received reference Skyline solar project interconnection point changes from Ameren and advised of a small solar project in the Pana area that will probably be heard at the November ZBA meeting. .

## SOLID WASTE BUSINESS

### Solid Waste Director's Report

Shawn Hammers highlighted information on his August monthly report some of which included inspection information, referrals made to the States Attorney, 1 highway open dumping, and Tire Take Back Program. Shawn also advised of a conference at the end of October which will focus on new legislation and current practices.

## HIGHWAY BUSINESS

### Approve Bids and Award Section 18-15120-00 BR, South Fork Bridge #26

Cliff presented a spreadsheet from the August 30, 2023 bids for Section 18-15120-00-BR, South Fork Bridge #26. The original estimated cost for this project was projected at \$438,774.00. The low bid was from Yamnitz & Associates in the amount of \$341,852.16.

Motion by Jeff Nolen and second by Thomas Snyder, Jr. to recommend to the full Board to award Section 18-15120-00 Br, South Fork Bridge #26 to Yamnitz & Associates in the amount of \$341,852.16 and to authorize Chairman Sharp to execute the contract. A roll call vote polled all ayes. Motion Carried

### Tailgate Conveyor Quotes

Cliff would like to postpone discussion on this item until next month's meeting.

Other Updates – Cliff advised the roof replacement project as a result of heavy storm damage is now completed. The only cost incurred by the County was the \$5,000.00 insurance deductible. Cliff advised the plans for updating the wiring at the Highway Department have been completed by the consultant. Cliff will review them and add the additional IDOT forms necessary for MFT. Once approved by IDOT, a bid letting can be scheduled. He also highlighted a recent bill that raises the Township Bridge Program from \$15 million to \$60 million per year. This is the first time funding has increased since the program started in the 1970's and will provide an influx of additional money for township bridges.

## ANIMAL CONTROL

Dwanna Kelmel highlighted her department report which included information related to animals adopted and reclaimed, revenue and donations for the month. She provided a picture of the mural that has been painted by youth from St. Mary's and updated on the rest of that project. She noted that Assistant States Attorney Mary Barry has been reviewing the amendments to the Animal Control Ordinance and plans to have that ready for Executive/Personnel committee next month.

## COURTHOUSE AND BUILDING BUSINESS

### Carpet Estimates former ROE Office

Maintenance Supervisor Ron Brown provided two (2) estimates for new carpet in the former ROE office. He noted he has made several attempts to obtain a third estimate and is still hoping to get that before the September Board meeting. The committee would like the ability for the Board to approve an estimate if that 3<sup>rd</sup> estimate is received by the Board meeting date. The committee felt where the expense would be paid from should be determined by Finance.

Motion by Mike Specha and second by Thomas Snyder, Jr. to recommend to the full Board to take action on awarding bid for new carpet for the former ROE office if a 3<sup>rd</sup> carpet estimate is received by the September 19, 2023 meeting and to refer the matter of where the expense would be paid out of to the Finance Committee. All members were in favor. Motion carried.

### Records Storage

Bill Kennedy advised the problem of records storage has been a long ongoing issue and something does need to be done. He thought we had a solution but the Sheriff's department plans to use the basement of the LSW building. Bill highlighted a county court house basement where their records were stored. He felt it could be an option here with some work. Other ideas such as the current HD building when it is vacated was mentioned as well.

Chairman Sharp advised that he had been in contact with a relative of his who is a partner with another individual on a climate controlled storage facility which is located across from the post office. The facility is also very secure with keypad entries. There is a 16 X 7 room that recently opened up that would be available for \$120.00 a month that might serve the county well for at least a short term solution until another solution is determined.

Motion by Mike Specha and second by Thomas Snyder, Jr. to recommend to the full Board to approve securing a climate controlled storage room at Franklin Storage on a short term basis for \$120.00 per month until a different solution can be determined and to refer to Finance where the expense cost for the remainder of FY23 would come from. The PD's office budget for FY24 should be updated to include the annual expense. A roll call vote polled all ayes. Motion carried.

Bill Kennedy should look into what the costs, etc. would be to have records storage in the basement of the court house.

### Jail

Nothing new to report.

### Boiler Update

The new boiler should be set in place yet this week. Reinforcement of the floor above the boiler location was completed.

### New Health Department Building

Ron advised construction started last week and plumbing inspector should be there to inspect yet this week. He is anticipating that new carpet will be installed within the next week. Member Specha asked if someone is keeping a worksheet on the approved \$100,000.00 for improvements. A copy will be provided to the committee next month.

### **LOCATION OF ZONING AND SOLID WASTE DEPARTMENT**

At this time there isn't a clear time table for completion as it is too early to know. Besides new carpet, there are other things that will need to be done such as removal of the wall for office space, new partitions, etc. to be completed before the offices can relocate.

### **PROPOSED AMENDMENT TO ZONING CODE – SECTION F. DANGER TO PUBLIC HEALTH AND WELFARE OF PROPERTY DAMAGE**

The committee has not yet seen what changes were made by the Health Board.

Motion by Mike Specha and second by Thomas Snyder, Jr to table this item until next month to see what the Health Board's change recommendations are. All members were in favor. Motion carried.

## REVIEW OF POLICY/REQUIREMENTS FOR USE OF THE COURT HOUSE LAWN

Requesting information on how other counties handles requests and check lists were discussed as well as having a future meeting to discuss just this item. The committee will meet on November 1, 2023 at 6:00 p.m. to address this item.

## OCTOBER MEETING DATE

The normal October meeting date falls on Columbus Day another meeting date will be needed.

Motion by Thomas Snyder, Jr. and second by Jeff Nolen to move the October Highway, Building and Grounds meeting to Thursday, October 12, 2023 at 6:30 p.m. in the County Board Room. All members were in favor. Motion carried.

## OTHER MATTERS

Chairman Sharp advised he has talked to Mary Barry, Assistant States Attorney, regarding the County Board Rules. Mary is the attorney that is handling all county issues and while the rules are important, there are many issues needing Mary's attention and the discussion about the rules with her at this point have not been in their entirety.

Regarding agendas, Chairman Sharp advised the Chairman decides when and what will be on the agendas. Members may ask for items to be place on agendas but it is the role of the Chairman to develop the agendas.

Regarding interpretation of the CB Rules, Chairman Sharp noted past Board members have also viewed roles of committees differently. He continued to discuss in great length the role as defined in the CB Rules of the "Executive", and "Legislative" part of the Executive, Personnel, Legislative and Liquor Committee. Specifically referencing the Executive Committee reading Section D saying it means to give direction; shall make long-term recommendations and this is where it starts. If a member does not feel they have had a chance to review something the way they would like, they can use parliamentary procedures to move an issue back to committee. Referencing Executive, Section F, this committee is the head committee. They address matters that are to come before the County Board for approval that are not covered by any other standing committees. Member Nolen questioned Highway, Building and Grounds Section A. Chairman Sharp advised we would get there but the key word is "supervise". Chairman Sharp moved on to "Legislative" reading Sections A, B and E indicating when it comes to changing the rules it falls under the Executive Committee.

Chairman Sharp then discussed in great length various sections of provisions in the CB Rules under Highway, Building, Grounds, Environmental, Welfare and Zoning. The Chairman sees the Highway, Building, Grounds, Environmental, Welfare and Zoning Committee's role as an oversight committee. He provided examples related to the Highway Department noting that the Committee isn't preparing bid documents, for example, Cliff does and the Committee receives updates from Cliff. The Chairman highlighted a series of Highway, Building and Grounds minutes where projects were discussed and subsequent updates were provided indicating no questions were asked. Chairman Sharp noted bid packets are always available and there has been ample opportunity for any Board member to ask questions. He indicated these are all examples of overall supervision on projects. The Chairman doesn't see where we are not providing this Committee (Highway, Building and Grounds) the opportunity to oversee and supervise these projects. During discussion Member Nolen asked the Chairman his idea of what supervising means. Jeff feels there is a difference in opinion of the definition of "supervised".

Committees are here to support the Board but they are not the Board. Nothing goes through that isn't ultimately approved by the full Board. This discussion is about this committee. The Chairman feels with the addition of the tablets, that now more than ever, more information is available to all Board members. He is not sure what more can be done to provide information to members. Additionally, elected officials and department heads are also available for questions.

Motion by Mike Specha and second by Thomas Snyder, Jr. to adjourn. All members were in favor.  
Motion carried.

Respectfully submitted,

Thomas Snyder, Jr. Chairman  
Buildings/Highway/Environmental/Zoning  
Welfare Committee  
09/11/2023