

**BUILDING SUB-COMMITTEE MEETING**  
**December 17, 2013**  
**5:15 P.M.**

**MEMBERS PRESENT**

David Williams – Vice Chair  
Jerry Potts  
Tim Dudley  
Kevin Meachum

**MEMBERS ABSENT**

Dave Drobisch, Chair  
Gary Minich

**COUNTY PERSONNEL PRESENT**

Jerry Lord, Public Building Commission  
Mike Baggett, State's Attorney's Office  
Sheriff Schneider  
Jay Dunn, Board Chairman  
Jeannie Durham, County Board Office

**OTHERS PRESENT**

Rick Bright, DPBC  
Ed Booth, Attorney

**CALL TO ORDER**

Meeting was called to order by Vice Chair Williams at the Macon County Office Building.

**MINUTES**

Motion to approve the minutes of the prior open meeting (2/6/13) made by Kevin Meachum, seconded by Tim Dudley, and motion carried 4-0.

Motion to approve the minutes of the prior closed meeting (2/6/13) made by Kevin Meachum, seconded by Jerry Potts, and motion carried 4-0.

**CITIZEN'S REMARKS – PUBLIC COMMENT**

NONE

**OLD BUSINESS**

None

**NEW BUSINESS**

Space Heaters – Jay Dunn stated that he had put this item on the agenda because he wanted to inform the Building Sub Committee know that he was going to be sending out a letter to all County offices telling them that they cannot use electric space heaters in their office. We about had a meltdown there.

Jerry Lord added that the picture of the melted trash can was taken at the Court facility of a space heater in one of the offices. He stated that he had brought it up at the County Safety Committee meeting.

Kevin Meachum said that regulating heat in each office area is sometimes a problem. If we do this, we need to make sure that we check each office area to assure it has an adequate level of heating before making any rash decisions. He said he thought that would be something Jerry Lord could answer to or get the answers to before a final decision is made. He said he knew it is a safety issue and he is not against addressing it, but he said he felt that some research was needed first. If an office is next to a window, it is colder than an interior cubicle or office space. He requested some homework be done.

Jerry Lord said he was in total agreement that this is a delicate issue because some people wear heavy clothes to work while some wear light clothes; some people are warm blooded while others are cold blooded; etc... It is a tough one to look at. At the LEC, a few years ago, the position of banning space heaters was taken because they were plugging into the emergency backup systems and that included the Dispatch Center. From that position, it was not so much comfort, it was a necessity to keep from accidentally knocking the Dispatch Center out. At that time, a memo was sent around asking people that if they did have issues to contact Jerry directly so they could be addressed individually and an attempt to make a fair balance of heat and cool could be made. A lot of the time, people in the office feel a little chill, so they turn on the space heater which heats that space for that person. Then, when they stand up and walk away, they feel cold. They are not necessarily the best thing to regulate the heat. They also play havoc with the HVAC systems. If there is a space heater in one area where the thermostat is, it will cool the other areas because this area is warm. It is a delicate balance. He said he would try to implement this with those concerns in mind and to try to make people happy.

Mike Baggett, from a legal point of view, said that if we are aware, and it appears that the safety committee has been made aware of one instance where a space heater malfunctioned resulting in minimal damage to a trash can. From an exposure point of view, if the county has an awareness that these space heaters are being used by county employees in county buildings and that they have this possibility to malfunction, if one ever catastrophically malfunctions, whether fire damage to the buildings or personal injury or worse, we have a problem. He said he was just throwing that out there as far as taking the time to research the issue or dig deeper into it. He said he was not aware as to the Chairman's intent on presenting this before the building sub-committee as to whether it was a point of information to inform the members as to what he was going to do, but the sooner we act on this, the absolute better and we need to make it clear to county employees that we cannot allow these things to be used in county buildings as the threat is too hard.

Vice Chair Williams addressed Jerry Lord saying that it is his understanding that they have already been banned in the other building, but in this building they are still present or in the process of banning them? Jerry Lord replied that there has been no action taken and that is the reason he brought it before the safety committee to bring through the channels. The need at the LEC was specific to the functionality of the building. If they trip that system at the Dispatch Center, there would be a catastrophic problem. Kevin Meachum stated he had no problem with banning them, but he wanted to make sure that heat level source problems are dealt with. Vice Chair Williams said it sounds like the building commission will take care of that. He asked if a motion was needed. Mike Baggett said he did not think that was the point of bringing this up at this meeting, but that it is just an FYI that the communication was going to go out.

### **CLOSED SESSION**

Vice Chair Williams requested a motion for the sub-committee go into a closed session to discuss the purchase of real property for the use of the public body (State Statute Section 5ILCS120/2(c)(5)).

Jerry Potts made a motion to have a closed session for the purpose of discussion of the purchase of real property for use by Macon County seconded by Tim Dudley, and motion carried 4-0.

### **RETURN TO OPEN SESSION**

Vice Chair Williams announced that the meeting was now back in open session and that he would entertain a motion on the discussion held in closed session.

Tim Dudley made a motion to move forward with the issues discussed in closed session, seconded by Kevin Meachum and motion carried 4-0.

### **ADJOURNMENT**

Motion to adjourn made by Jerry Potts, seconded by Tim Dudley, motion carried 4-0, and meeting adjourned at 5:35 p.m.

Minutes submitted by Jeannie Durham  
Macon County Board Office