

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, November 5, 2009 at 3:45 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Vice Chairman Moss; Members Ahart, Wendt, O'Connor and Wollrab

Members Absent: Chairman Bostic

Other Members

Present: None

Staff Present: Mr. Terry Lindberg, County Administrator; Mr. Bill Wasson, Assistant County Administrator and Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/
Elected Officials

Present: Mr. Matt Riehle, Director, Nursing Home; Mr. Jack Moody, Director, Facilities Management; and Mr. Mike Steffa, Director, Parks and Recreation Department

Others Present: None

Vice Chairman Moss called the meeting to order at 3:45 p.m.

Vice Chairman Moss presented the Minutes of the Thursday, October 1, 2009 Property Committee meeting. Hearing no objections or corrections, Vice Chairman Moss accepted and placed the minutes on file as submitted.

Mr. Matt Riehle, Director, Nursing Home, presented a request for approval of the 2010 approved Vendor List for Janitorial and Paper Supplies for the County. He advised that each year the Nursing Home coordinates this recommended vendor list. Mr. Riehle stated that these are the companies that have submitted the lowest price meeting the bid specifications that were prepared. He noted that the prices are in line with last year. Mr. Riehle pointed out that, since the cost of paper products has increased, the Nursing Home is using some Styrofoam cups.

Mr. Riehle recommended that this list be forwarded to the Board for approval.

Ms. Ahart expressed concern with using Styrofoam as it is such a burden on the landfill and lasts forever. Mr. Riehle replied that the cost of a case of the 8 ounce paper cups is \$85 currently and the Styrofoam is \$17.90. He indicated that he is aware of the recyclability of paper and is making every effort to get pricing closer.

Ms. Ahart asked if washable cups and glasses could be used as opposed to Styrofoam. Mr. Riehle responded that the Nursing Homes uses washable glasses and dishes on a daily basis. The Styrofoam cups are only used at the water fountain stations or for certain medication and infection control issues.

Ms. Wollrab noted that she has the same issue with using disposable spoons, forks and knives. Mr. Riehle replied that those are only used for emergencies should there be water issues.

Mr. Moody advised that the commodities included on the vendor list are for all facilities within the County and not just the Nursing Home.

Ms. Wollrab recommended that the County investigate ways to cut back on disposable items.

Motion by Wendt/Wollrab to recommend approval of the
2010 approved vendor list for Janitorial and Paper Supplies
for the County.
Motion carried.

Vice Chairman Moss asked if there were any questions or comments. Hearing none, he thanked Mr. Riehle.

Mr. Moody presented a request for approval of Refuse, Recycle and Shredding Contracts for 2010-2012. He advised that the County's current three-year fixed contracts for refuse collection services expire on December 31, 2009. On October 1, 2009, a Request for Proposals was advertised and ten (10) bid packets were mailed to area refuse and recycle collection service companies. Mr. Moody stated that the bid opening was conducted on October 16, 2009 in the County Auditor's Office. He indicated that a total of six (6) area firms submitted fix price bids for the next contract period beginning January 1, 2010 to December 31, 2012.

Mr. Moody noted that the Bid Tabulation sheet for the bids is included in the Committee packet. He stated that the bold numbers on the sheet represent the low bid for each category of service. Mr. Moody added that, because we are now using this service, the County's confidential paper shredding needs were bid. Two area firms submitted bids for this service.

Mr. Moody indicated that, also attached, is another sheet showing a comparison of each bid for each building of service with the last column showing the current price for the last three years.

Mr. Moody advised that Ms. Hannah Eisner, First Civil Assistant State's Attorney, reviewed all the contracts.

The new three-year contracts are with the following companies:

- Area Disposal Services, Inc.,
- Allied Waste Services,
- Midwest Fiber Recycling,
- Casali & Son's Disposal Service, Inc.,
- Confidential On-Site Paper Shredding (C.O.P.S.)

Mr. Moody informed the Committee that the County does quite a bit of recycling, including cardboard, office paper, printer ink cartridges, aluminum cans, and plastic bottles. He indicated that he and County Administration recently met with representatives from ISU who are involved in recyclable resources within the County. Mr. Moody added that the County can be a leader in the efforts to recycle.

Mr. Wendt asked why the refuse pickup at COMLARA Park is so much higher than the other contract prices. Mr. Moody replied that a large part of that expense is the cost of gasoline to drive to COMLARA. He reminded the Committee that the last three years, the price was fixed for these services and the cost of gas at the beginning of the three years was far less than the cost of gas today.

Motion by Ahart/O'Connor commend approval of the Refuse,
Recycle and Shredding Contracts for 2010-2012.
Motion carried.

Vice Chairman Moss asked if there were any questions. Hearing none, he thanked Mr. Moody.

Mr. Mike Steffa, Director, Parks and Recreation, reviewed his General Report. He noted that the inclement weather in September and October affected the number of Campground Nights that was predicted. Mr. Steffa indicated that he was hoping to reach 10,000 Campground Nights, but it only reached 9,757.

Mr. Steffa advised that Parks and Recreation is consulting with the ISU Sustainability Coordinator regarding ways to increase the recycling at the Park.

Vice Chairman Moss reminded the Committee members that there is a Drug Court Graduation this afternoon at 4:30 p.m. in the jury assembly room at the Law and Justice Center.

Property Committee Minutes
November 5, 2009
Page Four

Vice Chairman Moss presented the October 31, 2009 Property Committee bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor. The Property Committee bills include a Prepaid Total of \$312,908.50 and a Fund Total that is the same.

Motion by Ahart/Wollrab to recommend approval of the bills as of October 31, 2009, which have been reviewed and recommended for transmittal by the County Auditor.
Motion carried.

Vice Chairman Moss asked if there was any other business or communication for the Property Committee. Hearing none, Vice Chairman Moss adjourned the meeting at 4:05 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary