

DRAFT

COUNTY OF OSCEOLA  
BOARD OF COMMISSIONERS  
HEALTH, SAFETY & GROUNDS COMMITTEE  
MINUTES

February 19, 2019

Meeting Called to Order by Chairperson Gregory at 12:33 p.m.

**Members Present:** Commissioners Mark Gregory, Jack Nehmer and Roger Elkins

**Members Absent:** None

**Others:** Maintenance Working Supervisor Brad Halladay, County Clerk Karen Bluhm, Building Official Tony Gagliardo and County Coordinator Susan Vander Pol

**Additions or Deletions:** Discussion of Brooks Security Proposal, Document Storage for County Clerk's Office, Building Official Compensation and an update on the renovations to space at the Health and Human Services building were added to the agenda.

**Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the agenda. Motion was unanimously supported.**

**Public Comments - None.**

**Employee Comments - None.**

**Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the minutes of January 15, 2019. Motion was unanimously supported.**

**Document Storage** – Karen Bluhm provided the commissioners with information for off-site document storage. A company in Saginaw, File Safe Storage, provides document storage in a climate-controlled environment. Discussion was held and the Committee made the following recommendation:

**Recommended by Commissioner Elkins, supported by Commissioner Nehmer to refer the information on off-site storage of documents to the Committee of the Whole for consideration. Recommendation was unanimously supported.**

**Building Security Update and Brooks Security** – Discussion was held on the security improvements for the buildings. Susan Vander Pol provided information on some purchases to be made in conjunction with the Indigent Defense program. Brad Halladay provided information on the main courthouse entrance and will review the changes with Tony Gagliardo, Building Official. Brad and Tony will meet to discuss some possible changes to the entrance of the Building department office space to provide additional security. Brad provided information on a quote to update the emergency call button system the County currently has through Brooks Security. The Committee made the following recommendation:

**Recommended by Commissioner Elkins, supported by Commissioner Nehmer to refer the quote from Brooks Security for a new alarm system to the Committee of the Whole for consideration. Recommendation was unanimously supported.**

**Potential Renovation of space at the Health and Human Services building for E.M.S.** – Susan Vander Pol provided a copy of the Request for Proposal for architectural stamped drawings to renovate the space at the Health and Human Services building. Discussion was held.

**Building Official Contract and Compensation** – Discussion was held with Tony Gagliardo regarding the percentage of the building permits that is shared with the Building Official and the amount paid for inspections performed on previously issued permits by other building officials. The following recommendation was made:

**Recommended by Commissioner Nehmer, seconded by Commissioner Elkins to contract with the Building Official with compensation set at 55% of the building permit fee for the current contract term; and \$60 per inspection for building permits issued prior to 2019 with the inspection fee retroactive to January 1, 2019. Recommendation was unanimously supported.**

Brief discussion was held on the County having a pool vehicle that employees or contracted services could use for general purposes for travel.

**Board Comments** – None.

**Extended Public Comments** – None.

Motion by Commissioner Elkins, seconded by Commissioner Nehmer to adjourn at 1:47 p.m.

Respectfully submitted,



Osceola County Coordinator