

JEFFERSON COUNTY COMMISSION
FACILITIES COMMITTEE MEETING
Monday, July 11, 2022
JEFFERSON COUNTY COURTHOUSE

Called to order by Katy Huffaker at 4:30 PM.

Present at roll call was Commissioner Katy Huffaker, Commissioner Terry Dockery, Commissioner Jim Snodgrass, Commissioner Greg Byrd, County Mayor Mark Potts, County Director of Facilities David Longmire, County Finance Director Jessica Elder, Jefferson County Schools Facility Director Austin Bridgewater, and Jefferson County Director of Schools Dr. Tommy Arnold.

Absent from the meeting: Commissioner Michael Phagan

Prayer led by David Longmire and Pledge of Allegiance by Terry Dockery.

No corrections to the agenda. Approved by consent.

There were no Citizen Input Forms turned in. No citizens spoke.

Madam Chair Huffaker thanked everyone for attending.

Minutes for the April 18, 2022, meeting was unanimously approved.

Old Business:

Update from Lewis Group and McSpadden (New County building for County Clerk, Election Commission, Veterans Services and Office on Aging)

- Soil pits were dug and evaluated in addition to previous site assessment from GEOServices. It has been determined that foundational piers are not necessary. Report will be provided with these minutes.
- Updated schematics from the Lewis Group were reviewed. Lewis Group will continue to work on final documents needed to go out for bids.
- Landscaping is not currently included in the project cost scope or cost estimate, but sidewalks are.
- Current plan is to go out for bids August 8-20 with bids due by August 23.
- All bid openings will be conducted by Finance Director Jessica Elder and will be held at the historic courthouse in Dandridge.
- All Commissioners will be notified of the dates and times for bid openings.
- Mayor Potts reported that up to 4 million dollars has been approved for the project, excluding government funds.
- Finance Director reported \$206,259.73 has been used from the government funds.

- Roof design is a low slope single ply membrane.
- Commissioner Snodgrass requested that we publicize final schematics in local media for public information and transparency. Mayor Potts said we would.
- Mayor Potts will distribute final schematics to all Commissioners.
- The building could possibly be completed within 1 year of the start of construction.

ADA Compliance Update

- Two firms responded to a request for qualifications for an architectural firm to develop documents necessary to solicit bids for work needed to make buildings previously identified and funded by Commission ADA compliant. These were IBI and Architectural Collaborative LLC.
- Architectural Collaborative was chosen to provide the service. They were also the architectural firm for the new E911 building when it was constructed.
- Scope of work may be less now though because of work already completed.
- Mayor Potts informed the Committee that land behind the Finance office could become available for purchase soon and recommended that the Committee pursue it if it does.
- Finance Director Elder said it would be beneficial to have an elevator at the Finance office.

Commissioner Byrd moved to adjourn, Commissioner Snodgrass seconded, motion passed unanimously, and the meeting adjourned at 6:45 pm.

Chairman Katy Huffaker

Secretary Terry Dockery