

Note: These minutes are not official until approved by the Public Building Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.



DEKALB COUNTY PUBLIC BUILDING COMMISSION

A MUNICIPAL CORPORATION AND BODY POLITIC ORGANIZED PURSUANT TO THE "PUBLIC BUILDING COMMISSION ACT." ILLINOIS REVISED STATUTES 1977 CHAPTER 85, SECTION 1031 THROUGH SECTION 1054 AND CURRENTLY UNDER ILLINOIS COMPILED STATUTES 50 ILCS 20/1 et seq.

MEETING OF TUESDAY, MARCH 5, 2019

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, March 5, 2019, at 8:30 a.m. in the Administration Building's Conference Room East in Sycamore, Illinois pursuant to written notice to each Commissioner as required by the By-Laws.

ROLL CALL

Chairman Matt Swanson called the meeting to order at 8:30 a.m. and requested the Secretary to call the roll. Those Commissioners present were Mr. Mike Larson, Mr. Chuck Shepard, and Chairman Matt Swanson. Vice Chairman Larry Lundgren and Ms. Cheryl Nicholson were absent. A quorum was established with three Commissioners present and two absent.

Others that were present included: Commission Treasurer Gary Hanson, County Facilities Management Director Jim Scheffers, Nursing Home Maintenance Supervisor Steve O'Bryan, Sheriff Roger Scott, Chief Joyce Klein, Gary Winschel, County Board Member Jeff Whelan, Mr. John Heimbach with Larson & Darby, Mr. Jeff Slanck with Ringland-Johnson Construction, State's Attorney Rick Amato, Chief Civil Assistant State's Attorney David Berault, and Commission Secretary Tasha Sims.

APPROVAL OF AGENDA

Mr. Shepard moved to approve the agenda. Mr. Larson seconded the motion and it was approved unanimously by voice vote.

APPROVAL OF MINUTES

Mr. Larson moved to approve the minutes for the Tuesday, December 4, 2018 meeting as presented. Mr. Shepard seconded the motion and it was carried unanimously.

PUBLIC COMMENTS

There were no comments from the public.

NURSING HOME EXPANSION PROJECT

Financial Update

Mr. Winschel distributed a spreadsheet detailing the Nursing Home Expansion budget expenses paid through January 31, 2019. He described that some of the interior work has begun and next month's report will reflect two pay applications totaling under \$500,000. The grand total project is now up to \$1.3 million. Mr. Winschel reviewed a couple of items that had come up recently. The Bond Council needed the Nursing Home's Performa reviewed and there was a free associated of \$13,000 for Stanley Stone for the review. The Certificate of Need filing fees and permit totaled \$37,036.89. Lastly, there has been \$6,000 paid to the City of DeKalb for zoning frees.

Project Update

Mr. Heimbach explained that due to issues with the City of DeKalb pertaining to zoning, Larson & Darby put together a separate set of drawings that specifically outlined interior work only. That work has been reviewed and permits have been issued for the interior work and that construction is currently underway. The additions and site work are not currently permitted by the City. Mr. Heimbach shared that he believes

the site work review is complete and can be permitted but the City is still reviewing the drawings for the additions, and they have been in review for about two weeks now.

Mr. Heimbach continued to share that they have been under construction for the Nurse Stations and support areas for the Nurse Stations as well as one or two areas in the Administration Area for a new Beauty Salon and some renovations to the Rehab Areas. Those areas have been under construction for about a month. The project so far has had a few starts and stops due to finding some underlying issues within the existing building as the walls are being opened up. He confirmed that he believes they are still on schedule to complete the first Nurse Station area at the beginning of April. The State has been notified the project is underway and they will be conducting inspections as the project areas are completed.

Mr. Heimbach also shared that there were currently four possible change orders being considered as current issues with the project. He added that they are not official change orders and after further discussions, it was clarified that due to it not being on the Commission's Agenda, even if they were change orders, they would not be able to be approved at this time. Furthermore, Mr. Heimbach reviewed the project issues with the Commissioners.

- 1.) The first item explained was for a cost of \$2,275 for building permits. The Contractor (Ringland-Johnson) paid the building permit fees to the City of DeKalb to keep the project on track and they are needing to be reimbursed the cost with no markup.
- 2.) The second proposes had to do with some changes to the HVAC System which came about when using the supplemental drawings that were made for just the interior work. Mr. Heimbach noted that he was unclear of what the issues were and he sent back the change order for additional information at this time.
- 3.) As part of the interior work they are currently renovating the Beauty Salon and in doing so it was discovered that cabinets, chairs, casework, mirrors, and blocking were all omitted from the original drawings and consequently not priced. A proposal was handed out that provided what the potential change order would look like with a cost associated with the items and labor to be \$8,083.50. When asked why these items were not in the original drawings, Mr. Heimbach answered that he just missed them.
- 4.) was explained to be a credit of -\$862.92 due to a change in the Nurse Station for a new arrangement of shelving, cabinets, switches, alarms and the elimination of a hand wash sink, faucets, supply and drain lines.

No action could be taken on these items but there was a consensus that cabinets should have been in the drawings and it is obvious that they need to be ordered to complete the Beauty Salon portion of the project.

HVAC SYSTEMS FOR PUBLIC SAFETY BUILDING

Mr. Scheffers shared that on December 13th the PSB chiller piping and electrical was disconnected and removed and on the 26th the old chiller was removed. On January 18th the new unit was delivered and placed on the slab and the new bundle was taken downstairs of the PSB. The new piping work and re-connecting the electrical work had been started and proceeded until February 28th. Everything is currently where it should be without any issues. Once the weather warms up, he will make sure that the Freon in the chiller is completely full and a Carrier Representative will come out and make sure the low and high side pressures are where they are supposed to be.

EXECUTIVE SESSION

Mr. Larson made a motion to move into Executive Session at 9:06 a.m. for the purpose of discussing Pending or Probable Litigation per 5 ILCS 120/2(c)(11). Mr. Shepard seconded the motion and it was approved unanimously by a 3-0-2 roll call vote. Those Commissioners voting yea were Mr. Larson, Mr. Shepard, and Chairman Swanson. None opposed and Vice Chairman Lundgren and Ms. Nicholson were absent.

The Commissioners returned to the Open Meeting at 10:07 a.m. No action was taken.

ACTION ITEMS FROM EXECUTIVE SESSION

None.

OLD BUSINESS / NEW BUSINESS

None.

NEXT MEETING DATE

The next Public Building Commission Meeting was scheduled for Tuesday, April 9th due to Election Day being April 2nd.

ADJOURNMENT

A motion to adjourn was made by Mr. Larson, seconded by Mr. Shepard and was approved unanimously. The meeting was adjourned at 10:08 a.m.

Matt Swanson, Chairman

Tasha Sims, Secretary

<u>Commissioners</u>	<u>Expiration of Term</u>	<u>Office</u>	<u>Original Appointment</u>
Mr. Mike Larson	September 30, 2020	Commissioner	November 17, 2010
Mr. Larry Lundgren	September 30, 2019	Vice Chairman	April 2, 2010
Ms. Cheryl Nicholson	September 30, 2023	Commissioner	August 19, 2015
Mr. Charles Shepard	September 30, 2021	Commissioner	October 1, 2011
Mr. Matt Swanson	September 30, 2022	Chairman	September 19, 2007
<u>Non-Voting Officers</u>			
Ms. Tasha Sims	September 30, 2019	Secretary	October 4, 2016
Mr. Gary H. Hanson	September 30, 2019	Treasurer	February 18, 1984