

*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 1, 2022**

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, March 1, 2022, at 8:30 a.m. in the Community Outreach Building's Conference Room West in DeKalb, 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. Kevin Bunge, Ms. Cheryl Nicholson, Mr. Chuck Shepard, and Chairman Matt Swanson. Vice-Chair Larry Lundgren was absent. A quorum was established with four Commissioners present and one absent.

Others that were present included: County Facilities Management Director Jim Scheffers, Commission Treasurer Gary Hanson, and Commission Secretary Tasha Sims.

#### **APPROVAL OF AGENDA**

**It was moved by Ms. Nicholson, seconded by Mr. Shepard and approved unanimously by voice vote to approve the agenda as presented.**

#### **APPROVAL OF MINUTES**

Ms. Nicholson identified a few minor corrections.

**Mr. Shepard moved to approve the minutes for the Tuesday, December 7, 2021 meeting with corrections. Ms. Nicholson seconded the motion and it was carried unanimously.**

#### **PUBLIC COMMENTS**

There were no comments from the public.

#### **FY2021 YEAR-END BUDGET AMENDMENTS**

Treasurer Hanson presented the Commission with one final budget amendment for the 2021 Fiscal Year. There was work at the Courthouse that was budgeted for in 2020 but the projects were not completed and paid until 2021. Those projects included the Courthouse Entrance, Courthouse Millwork, and the Courthouse Atrium Façade. The original budget for those projects were \$40,000. An additional \$28,000 from Fund Balance was added to cover the final costs. Photos of the projects were provided to the Commission.

**Ms. Nicholson moved to approve the budget amendment for the Fiscal Year ending December 31, 2021. Mr. Bunge seconded the motion and it was approved unanimously.**

#### **ADMINISTRATION BUILDING BOILER REPLACEMENT PROJECT UPDATE**

Mr. Scheffers reviewed photos of the new high-efficient Viessman Vitodens 200-W stainless steel/titanium-modulating/condensing boilers that were recently installed in the Administration Building. Besides programming and adding some pipe insulation, the project is complete.

### **SOIL STABILIZATION FOR COB PARKING LOT**

Chairman Swanson shared that he recently ran into an individual who was the original excavator for the COB construction. It was recalled that during construction when the parking lot aggregate base was completed, prior to final paving, the mason contractor ran heavy equipment on the completed base causing visible damage. The damage was not adequately repaired prior to final paving.

The Chairman expressed that in his opinion, the parking lot should be torn out and the soil should be stabilized.

Mr. Bunge added that stabilization does a good job but typically that is done in much larger areas. He recommended soliciting multiple quotes for stabilization and undercutting. The Commission briefly discussed the difference between stabilizing and undercutting. Mr. Bunge also expressed that he was looking at the lot prior to the meeting and saw the waves in the asphalt, which is a sign of just how bad the substructure is.

Mr. Scheffers stated that he would relay today's discussions with County Engineer Nathan Schwartz. He would work then with Mr. Schwartz to develop bid specifications and look at when it would be best to solicit bids/proposals for stabilization and/or undercutting the COB parking lot.

### **OLD BUSINESS / NEW BUSINESS**

Chairman Swanson announced that the County recently received occupancy permits from the City of DeKalb and IDPH for the Nursing Home Expansion's Activity Center and Serving Kitchens. He additionally thanked Steve O'Bryan and John Heimbach for making that happen.

### **NEXT MEETING DATE**

The next regular Public Building Commission Meeting is scheduled for Tuesday, April 5, 2022, at 8:30 a.m.

### **ADJOURNMENT**

**A motion to adjourn was made by Ms. Nicholson, seconded by Mr. Shepard, and was approved unanimously.** The meeting was adjourned at 8:58 a.m.

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Matt Swanson, Chairman

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Tasha Sims, Secretary

<b><u>Commissioners</u></b>	<b><u>Expiration of Term</u></b>	<b><u>Office</u></b>	<b><u>Original Appointment</u></b>
Mr. Kevin Bunge	September 30, 2025	Commissioner	August 18, 2021
Mr. Larry Lundgren	September 30, 2024	Vice-Chairman	April 2, 2010
Ms. Cheryl Nicholson	September 30, 2023	Commissioner	August 19, 2015
Mr. Charles Shepard	September 30, 2026	Commissioner	October 1, 2011
Mr. Matt Swanson	September 30, 2022	Chairman	September 19, 2007
<b><u>Non-Voting Officers</u></b>			
Ms. Tasha Sims	September 30, 2022	Secretary	October 4, 2016
Mr. Gary H. Hanson	September 30, 2022	Treasurer	February 18, 1984

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