

Note: These minutes are not official until approved by the Facilities & Technology Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

DeKalb County Government
Sycamore, Illinois

**Facilities & Technology Committee Minutes
January 3, 2023**

The Facilities and Technology Committee of the DeKalb County Board met on Tuesday, January 3, 2023, in the Legislative Center's Gathertorium in Sycamore, Illinois. Chair Ellingsworth Webb called the meeting to order at 6:30 p.m. Those members present were Scott Campbell, Laurie Emmer, Kathy Lampkins, Stewart Ogilvie, and Chair Ellingsworth Webb. Brad Belanger was absent. A quorum was established with five members present and one absent. Others present included Brian Gregory, Derek Hiland, Sheila Santos, Jim Scheffers, Liam Sullivan, and Suzanne Willis.

APPROVAL OF THE AGENDA

Laurie Emmer moved to approve the agenda as presented. Scott Campbell seconded the motion, and the motion was approved unanimously.

APPROVAL OF THE MINUTES

There were no minutes to approve, as this was the first meeting of this committee.

PUBLIC COMMENTS

There were no public comments.

RESOLUTION #R2023-03: A RESOLUTION APPROVING THE PROCUREMENT OF LIFE SAFETY INSPECTION SERVICES

Brian Gregory provided a brief overview of the resolution, stating that Johnson Controls has submitted a three-year and a five-year proposal for the committee's consideration. He asked Jim Scheffers, Facilities Management Director to provide additional details of the agreements.

Jim Scheffers explained that the proposals cover the Courthouse, Public Safety Building, Administration Building, Legislative Center, Community Outreach Building, Health Department, and the Multi-Purpose Room. He added that the jail is on a separate contract that will expire in a year. He outlined that the heat and smoke detectors will be tested annually as part of these agreements and that the proposals include an annual inspection of the fire pump at the Courthouse as well as a detailed report of findings. Jim Scheffers reviewed that the agreements also include quarterly sprinkler tests and that the current five-year contract ended on December 31, 2022.

Jim Scheffers recommended the five-year agreement to the committee. He outlined that the five-year proposal has a 7% increase each year and that the three-year proposal has the same annual 7% increases and emphasized that the three-year agreement could result in a larger increase in year four. Jim Scheffers stated that he feels it would be best to lock in the rates for the five years.

Jim Scheffers outlined that the county was unable to source other companies that would provide the comprehensive service Johnson Controls is offering and that part of the challenge in finding service is due to the proprietary equipment the county has in place.

Following additional committee discussion regarding the increase potential for year four and the advantages of the proposed comprehensive package, Laurie Emmer moved that the committee advance the Johnson Control's five-year agreement to the full county board for approval. Stewart Ogilvie seconded the motion with the motion passing unanimously.

REVIEW OF REQUEST TO UTILIZE COUNTY PROPERTY FOR THE CONSTRUCTION OF A COMMUNICATIONS TOWER

Brian Gregory reviewed that U.S. Cellular has inquired with the county about the utilization of county property for the installation of a utility pole. He explained that U.S. Cellular has submitted a letter of intent regarding the leasing of property located at the Highway Department campus at a rate of \$25,000.00 per year with 2.5% annual increases. Brian Gregory explained that he is introducing this concept to the committee and to the public and asked the committee members if there is an interest in pursuing further discussions with U.S. Cellular. He added that the ultimate approval decision would rest with the City of DeKalb as the project will fall under their land use jurisdiction. Committee members agreed that the county should pursue further discussions with U.S. Cellular. Brian Gregory stated he would bring additional information regarding the project to the committee once discussions advance.

REVIEW OF ONGOING COUNTY MAINTENANCE PROJECTS

Administration Building Lobby Update - Brian Gregory provided an update on the budgeted renovation of the Administration Building lobby and stated that lights have been replaced, walls are to be painted, flooring is to be replaced and monitors are to be added for public messaging. He explained that these first steps of the project should be completed by February. Brian Gregory added that restrooms, basement carpeting, and additional interior painting will follow and that updates in some of these areas haven't been made in over thirty years. He stressed the importance of improving the appearance and function of this building for both the public and the employees.

Courthouse Railings – Brian Gregory reviewed that the finish on the wood railings in the courthouse was damaged from products used in COVID-related cleaning and that the railings have been sent out for repair. Jim Scheffers added that some structural repairs are also needed and a completion date for the work is not yet available.

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Legislative Center Wall Removal – Brian Gregory reviewed that the second floor of the Legislative Center will be remodeled to facilitate the sharing of copy machines and other resources between departments. He outlined that the county is obtaining quotes for the work that will involve the removal of a second floor wall.

Parking Lot Improvements at the Community Outreach Building (C.O.B.) – Brian Gregory provided a review of the damage in the C.O.B. parking lot caused by a clog in the storm sewer system. He explained that the malfunction created sinkholes and other issues and that the DeKalb County Highway Department was able to make the necessary repairs and system improvements, which is saving the county a significant amount of money. Brian Gregory mentioned that the project is scheduled to be completed in the spring.

Projects Related to the Sale of the DeKalb County Rehabilitation and Nursing Center - Jim Scheffers mentioned that the county is considering a direct purchase of the compressor and equipment needed for pneumatics/air handling in the facility and that purchasing the equipment directly from the supplier would save a considerable amount of money. He outlined that the county is also considering installing LED lights in the parking lot to reduce energy cost. Sheila Santos reviewed that the surveillance cameras that had been mounted on poles have been removed and should be able to be relocated and mounted on the building. She stated that there were water intrusion issues with the wiring to the poles and that relocating the cameras to the building is a more suitable solution.

LISTING OF COUNTY FACILITIES

Brian Gregory provided an overview of the county facilities and property located in DeKalb, Sycamore and Waterman. He mentioned that future consideration should be given to renaming the Administration Building as the services provided in that building are frequently confused with the Administration Department in the Legislative Center. Brian Gregory also mentioned that there are opportunities to improve the county's record storage and in optimizing space and record location.

ADJOURNEMENT

Chair Ellingsworth Webb thanked the presenters and committee members for attending. It was moved by Kathy Lampkins and seconded by Stewart Ogilvie to adjourn the meeting. The motion was carried unanimously, and the meeting adjourned at 7:30 p.m.

Respectfully submitted,

Ellingsworth Webb, Chair

Chris Klein, Recording Secretary

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