



# Public Building Commission

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March 5, 2024  
8:30AM

Legislative Center's Gathertorium  
200 N. Main Street  
Sycamore, Illinois 60178

**1. Roll Call**

**2. Approval of Agenda**

**3. Approval of Minutes**

a. Minutes from December 5, 2023

**4. Public Comments**

Any member of the public may address the Commission for up to 3 minutes on any topic of their choosing. There will be no yielding of time to other members of the public and agenda time for public comments is limited to 30 minutes in total.

**5. Action Items**

**a. Award of Contract for Administration Building Bathroom Remodel.**

Bids will be opened during the meeting at 8:40am and will be discussed at the meeting.

**b. Approval of Payment of Claims for the December 2023 in the Amount of \$62,803.73.**

**c. Approval of Payment of Claims for the January 2024 in the Amount of \$22,836.00.**

**d. Approval of Payment of Claims for the February 2024 in the Amount of \$25,530.75.**

**6. Old Business**

**7. New Business**

**8. Next Meeting – April 2, 2024**

**9. Adjournment**



## **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, DECEMBER 5, 2023**

A special meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, December 5, 2023, at 8:30 a.m. in the Legislative Center's Gathertorium in Sycamore, Illinois pursuant to written notice to each Commissioner as required by the By-Laws.

#### **ROLL CALL**

Chair Swanson called the meeting to order at 8:30 a.m. and requested the Secretary to call the roll. Those Commissioners present were Kevin Bunge, Cheryl Nicholson, Chuck Shepard, Ellingsworth Webb, and Chairman Matt Swanson. A quorum was established with all five Commissioners present.

Others that were present included: County Administrator Brian Gregory, County Facilities Management Director Jim Scheffers and Commission Secretary Liam Sullivan.

#### **APPROVAL OF AGENDA**

**It was moved by Bunge, seconded by Webb and approved unanimously by voice vote to approve the agenda as presented.**

#### **APPROVAL OF MINUTES**

**Bunge moved to approve the minutes for the Tuesday, November 7, 2023 meeting as presented. Nicholson seconded the motion, and it was carried unanimously by voice vote.**

#### **PUBLIC COMMENTS**

There were no comments from the public.

#### **APPROVAL OF CLAIMS**

**It was moved by Webb, seconded by Bunge, and approved unanimously to approve and authorize payment of claims for the Period of November 1, 2023 through November 31, 2023 in the Amount of \$3,679.27.**

#### **CONSIDERATIONS**

##### **Nursing Home Expansion Project**

Mr. Gregory explained that the County Board is going to maintain ownership and operation of the DeKalb County Rehab & Nursing Center (DCRNC). At their November Meeting, County Board adopted a business plan that includes finishing the construction of the expansion of the DCRNC that was halted due to the Covid-19 Pandemic. The County is meeting with State officials later this week to discuss the next steps of the project and the Certificate of Need process with the Illinois Health Facilities & Services Review Board.

##### **Jail Motor Replacements**

Mr. Scheffers stated that six motors have been ordered and delivered. He stated that the Facilities Management Office is waiting for more favorable weather to replace the motors, with the three that are burned out taking the priority.

**ELECTION OF OFFICERS**

**Nicholson moved to nominate Matt Swanson as the Chair, Chuck Shepard as the Vice-Chair, Brian Gregory as the Treasurer, and Liam Sullivan as the Secretary. Webb seconded the motion and it was passed unanimously by voice vote.**

**APPROVAL OF 2024 MEETING SCHEDULE**

January 2, 2024	May 7, 2024	October 1, 2024
February 6, 2024	June 4, 2024	November 12, 2024
March 5, 2024	August 6, 2024	December 3, 2024
April 2, 2024	September 3, 2024	

**Shepard moved to approve the 2024 Meeting Schedule, Webb seconded the motion and it was passed unanimously by voice vote.**

**OLD BUSINESS**

There were no Old Business items.

**NEW BUSINESS**

There were no New Business items.

**ADJOURNMENT**

**A motion to adjourn was made by Nicholson, seconded by Webb, and was approved unanimously.**

Respectfully submitted by Liam Sullivan

INVOICE REGISTER FOR DEKALB COUNTY  
 EXP CHECK RUN DATES 12/20/2023 - 12/20/2023  
 POSTED AND UNPOSTED OPEN AND PAID  
 BANK ACCOUNTS: 010, 013, 014, 043, 067 (1 more)

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
0000027795	JOE BERO PLUMBING INC	11/08/2023		35,800.00	0.00	Paid	Y
0000028540	FLOOR TO CEILING			821.60	0.00	Paid	Y
0000028544	FLOOR TO CEILING			3,613.63	0.00	Paid	Y
0000029100	DELANO'S HOME DECORATING			4,709.00	0.00	Paid	Y
0000029259	SJ CARLSON FIRE PROTECTION, INC			16,281.00	0.00	Paid	Y
0000029312	R.A. VAN DER HEYDEN, ARCHITECT	12/12/2023		1,578.50	0.00	Paid	Y
# of Invoices: 6 # Due: 0				Totals:	62,803.73	0.00	
# of Credit Memos: 0 # Due: 0				Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					62,803.73	0.00	
--- TOTALS BY FUND ---							
	953 PBC-R&R SYCAMORE CAMPUS			62,803.73	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	8410 PBC-R&R SYCAMORE CAMPUS			62,803.73	0.00		

INVOICE REGISTER FOR DEKALB COUNTY  
 EXP CHECK RUN DATES 01/17/2024 - 01/17/2024  
 POSTED AND UNPOSTED OPEN AND PAID  
 BANK ACCOUNTS: 010, 013, 014, 043, 067 (1 more)

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
000030361	PREMISTAR-NORTH			22,836.00	22,836.00	Open	N
# of Invoices:	1	# Due:	1	Totals:	22,836.00	22,836.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				22,836.00	22,836.00		
--- TOTALS BY FUND ---							
	953 PBC-R&R SYCAMORE CAMPUS			22,836.00	22,836.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	8410 PBC-R&R SYCAMORE CAMPUS			22,836.00	22,836.00		

BOARD REPORTS FOR DEKALB COUNTY GOVERNMENT

EXP CHECK RUN DATES 02/21/2024 - 02/21/2024  
 POSTED AND UNPOSTED OPEN AND PAID  
 BANK ACCOUNTS: 010, 013, 014, 043, 067 (1 more)

Invoice Number	Vendor Name	Description	Inv Amt
GENERAL FUND			
1111-0000-0896/34	GENERAL FUND	QTR4-PBC STIPEND REIMB	968.85
Total GENERAL FUND:			968.85
RUSH POWER SYSTEMS LLC			
11677	RUSH POWER SYSTEMS LLC	20231213 REPLACEMENT OF TWO	24,561.90
Total RUSH POWER SYSTEMS LLC:			24,561.90
Report Total:			25,530.75