



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, SECTIONS 1031 THROUGH 1054
CHAPTER 85, SECTIONS 1031 THROUGH 1054
AND CURRENTLY UNDER ILLINOIS COMPILED STATUTES 50 ILCS 20/1 et seq.

MEETING OF TUESDAY, OCTOBER 23, 2012

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, October 23, 2012, at 7:30 A.M. in Conference Room West of the DeKalb County Community Outreach Building pursuant to written notice to each Commissioner as required by the By-Laws.

ROLL CALL

The meeting was called to order by Chairman Matt Swanson at 7:36 A.M. Commissioners present were Chairman Matt Swanson, Mr. Larry Lundgren, Mr. Mike Larson, and Mr. Chuck Shepard. Mr. George Daugherty and Treasurer, Mr. Gary Hanson were absent. Also present were, Mr. Jim Scheffers, Facilities Manager, Mr. Roger Schroepfer of Wold Architects, Mr. Gary Daub, President of Rockford Structures Mr. Robert Verc of RV Builders, Mr. Clay Campbell, State's Attorney and Ms. Mary Simons, Secretary.

APPROVAL OF MINUTES:

Chairman Swanson called for a motion to approve the minutes from the last meeting held on Friday, September 14, 2012. A motion was made by Mr. Larson to approve the minutes as presented. Mr. Lundgren seconded the motion. The motion carried unanimously.

APPROVAL OF AGENDA;

Mr. Lundgren made a motion to approve the agenda as presented. Mr. Shepard seconded the motion. The motion was unanimously approved.

DISCUSSION REGARDING RESTORATION CONTRACTOR

Mr. Schroepfer began the discussion by stating that he had written a letter on October 17, 2012 stating the progress that had been made since last meeting with the Commissioners. (Attached as Exhibit "A") He explained that Rockford Structures had contacted several restoration contractors and spent considerable time asking questions regarding the approach they would use to restore the cracking in the brick and block on this project, making sure we are going in the right direction. Together, we have found the company we believe to be the best for our project in RV Builders. Rockford Structures has worked with them and knows the quality of their work. He added that they are currently doing restoration work on Gilbert Hall on the NIU campus. Mr. Schroepfer stated that he has also personally checked with one of the references and they highly recommended RV Builders. He also explained that the work would not be done all at once, but will start in one area and move around the building. We will monitor the first area to make sure we are satisfied with the work and the color matches before proceeding to the other areas of the building. Mr. Schroepfer stated that the block that will be used is currently on site. Mr. Daub added that the block to be used

is from the same company and is actually from the same batch we used originally. The company was absorbed by another firm and the block has just been sitting there.

A lengthy discussion took place which included many detailed questions asked by the Commissioners.. The questions and discussion included: the exact process that will be used, types of materials, qualifications, experience and references of the proposed restoration contractor, length of time for the project, oversight and monitoring of the process and length of time to complete the project..

EXECUTIVE SESSION

Chairman Swanson asked the Commissioners if they would like to go into an Executive Aession to discuss the proposal made by Wold and Rockford Structures to hire RV Builders for the COB project. . Mr. Larson made

a motion to move to an Executive Session to discuss personnel matters. Mr. Lundgren seconded the motion. A roll call vote was taken and Commissioners Swanson, Lundgren, Larson, and Shepard all voted affirmatively. The motion carried unanimously. The time was 8:03 A.M.

Mr. Schropfer, Mr. Daub and Mr. Verc were asked to remain in the building until after the Executive Session. They agreed to do so.

REGULAR SESSION:

Chairman Swanson reconvened the regular session of the meeting of the Public Building Commission at 8:25 A. M. A motion to reconvene the regular session of the meeting held on Tuesday, October 23, 2012 was made by Mr. Lundgren and seconded by Mr. Larson. A roll call vote was taken and Commissioners Swanson, Lundgren, Larson and Shepard unanimously voted "aye."

Mr. Schropfer, Mr. Daub and Mr. Verc re-joined the meeting.

Chairman Swanson described to Mr. Schropfer, Mr. Daub and Mr. Verc the items that were discussed and agreed upon by the Commissioners during the the closed session. Mr. Swanson stated that the Commissioners made the following requests: that the number of control joints to be the same as were provided in the original drawing. Mr. Schropfer responded that there may be situations where it would be advantageous to add additional joints and, he would recommend that they be added. Mr. Swanson asked what sort of supervision Wold plans to do for the project; if their plan is to have someone on site; and if so, how frequently. Mr. Schropfer said they would have someone there on the first day but did not intend to have someone constantly on site. Mr. Shepard explained that the thought was that Wold would have someone the first day and then perhaps every other day thereafter. Mr. Swanson then asked who would make the decision regarding additional control joints. Mr. Schropfer responded that they had walked around the building recently and felt additional joints might be added at areas where there is cracking if there is not a joint already there. Mr. Swanson asked what type of mortar will be used. Mr. Daub responded that he would see to it that the correct recipe would be provided to Mr. Verc. Mr Verc said they will use the same mixture, however the mortar may look a little different because of the age and weathering of the existing mortar. Mr. Schropfer added that he would start with that mix and determine what adjustments need to be made. Mr. Swanson then stated that Mr. Scheffers will be on site to monitor the project on behalf of the county and if any problems should arise, be on hand to address the issue. Mr. Swanson then added that on the advice of our State's Attorney, a document would be drafted to include the items contained in Mr. Schropfer's letter and would also include the name and address of the contractor doing the work, the start date and an expected time frame to complete the project. This would memorialize what was discussed and include the items stated in the original letter. Mr. Schropfer asked if that would be something he should draft. Mr. Campbell said that he would draft the agreement and get a copy to Mr. Schropfer for signatures.

A motion was made by Mr. Larson to instruct our State's Attorney, Mr. Clay Campbell, to draft a document to be signed by Mr. Roger Schropfer of Wold, Mr. Gary Daub of Rockford Structures and Mr. Matt Swanson on behalf of the Public Building Commission, to include the following items: 1. To verify that all the control joints are installed as per the original drawing or new joints to be added as necessary. 2. The type of supervision to be provided by Wold. 3. Confirm the mortar type to be used and adjusted due to age and weather. 4. To include the name and address of the contractor who will do the work and the start date. 5. Specify the length of time to complete the project. Mr. Lundgren seconded the motion. A roll call vote was taken with all members present voting aye. The motion carried.

Mr. Schropfer, Mr. Daub and Mr. Verc left the meeting.

ELECTION OF OFFICERS:

The Secretary advised the Commissioners that the PBC reorganization and elections of offices is statutorily required to take place at the October meeting. She suggested that this can be done today or delayed until our next scheduled meeting. The Commissioners chose to hold the elections today.


Mr. Larson made a motion to retain the full slate of officers in the positions they now hold which consist of Chairman, Matt Swanson, Vice Chairman, Larry Lundgren, Treasurer, Mr. Gary Hanson and Secretary Ms. Mary Simons. The motion was seconded by Mr. Shepard.

There were no other nominations and the Chairman declared the nominations to be closed and called for a voice vote for the motion made by Mr. Larson and seconded by Mr. Shepard. The motion carried unanimously.

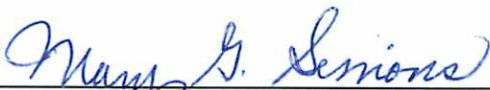
ADJOURNMENT:

The Chairman called for a motion to adjourn the meeting. Mr. Larson made a motion to adjourn and Mr. Lundgren seconded the motion. The motion carried unanimously. The meeting adjourned at 8:45 A.M.





Matt Swanson, Chairman



Mary G. Simons, Secretary

<u>Commissioner</u>	<u>Expiration of Term</u>	<u>Office</u>	<u>Original Appointment</u>
Mr. Matt Swanson	September 30, 2012	Chairman	September 19, 2007
Mr. Larry Lundgren	September 30, 2014	Vice Chairman	April 2, 2010
Mr. George Daugherty	September 30, 2013		September 30, 2008
Mr. Mike Larson	September 30, 2015		November 17, 2010
Mr. Charles Shepard	September 30, 2016		October 1, 2011
<u>Non Voting-Commissioner:</u>			
Ms. Mary G. Simons	September 30, 2012	Secretary	March 7, 2000
Mr. Gary H. Hanson	September 30, 2012	Treasurer	February 18, 1984