



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, JUNE 25, 2013

A regular meeting of the Board of Commissioners of the DeKalb County Public Building Commission (hereinafter "Commission") was held Tuesday, June 25, 2013, at 10:00 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 10:01 A.M. Commissioners present were Chairman Matt Swanson, Mr. Larry Lundgren, Mr. Mike Larson, Mr. Chuck Shepard and Mr. George Daugherty. Also present were Mr. Gary Hanson, Treasurer, Mr. Jim Scheffers, Facilities Manager, Ms. Stephanie Klein, Assistant State's Attorney, Mr. Roger Schroeffer of Wold Architects, Mr. Gary Daub, President of Rockford Structures and Ms. Mary Simons, Secretary.

APPROVAL OF MINUTES

Chairman Swanson called for a motion to approve the minutes from the last meeting held on Tuesday, October 23, 2012. A motion was made by Mr. Daugherty to approve the minutes as presented. Mr. Shepard 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 - BRICK WALL RESTORATION

Mr. Schroeffer began by explaining that some of the members met about a month ago to review the progress of the restoration project. During the walk around the building they noticed that there were some things left to be done such as some effervescence, some joints that need to be fixed, picking up of rock, mortar droppings and caulk that was the wrong color. Mr. Schropfer said that Mr. Gary Daub was able to meet the restoration workers here to show them what needs to be done. They were here again yesterday but because of the rain was not able to finish, so there is a little bit more to do. Mr. Daub concurred with Mr. Schropfers' assessment of the work. Chairman Swanson asked if anyone else had any comments. Mr. Scheffers stated that he was unaware that they were here yesterday and requested that he be notified when they will return. Mr. Larson asked if there was any additional cracking in April that had occurred since last October. Chairman Swanson responded that there was one additional block, but no one is certain that it was one that was not seen in October. Mr. Schroeffer added that as a reminder, and according to our agreement, there is a one year warranty period on all the block and brick. He said prior to that time the plan is that Wold and Rockford Structures will do a complete walk-through and pick up anything that we see at that time. He added that we have that period and we still have the eighteen month period according to the signed agreement to look at the block that was redone. Chairman Swanson asked if those periods commence after the work is complete. Mr. Schroeffer agreed that is correct. Mr. Schroeffer stated that they would prefer to come out and do everything at the same time instead coming out to do one at a time. Chairman Swanson agreed that was a fair request and added that he hopes no additional cracking will occur. Mr. Schropfer responded that he thought the additional control joints and the slip joint that was added solved the problem. Mr. Lundgren stated that in all fairness we have to give them time to get everything done and he is confident that everything that was pointed out will be done. He added that since Mr. Scheffers has represented us it would be a good idea to give him a call ahead of time when anyone will be here to make sure he can arrange his schedule. Chairman Swanson asked if they expect that the next time they come back they will be able to complete the work. Mr. Daub responded that all that is really left to do is to remove the black that is on the flashing.

The discussion regarding the restoration work concluded and Mr. Schroepfer and Mr. Daub left the meeting at 10:12 A.M.

BUDGET - 2013

Mr. Hanson distributed copies of the 2013 PBC Budget (attached as Exhibit "A") Mr. Hanson stated that it is a little unusual to present a budget six months into the fiscal year. He said there is not much to our budget since there are no major capital projects to be done. He added that we are pretty much in a holding pattern, however, now that Mr. Sheffers is finished with the Courthouse project, we should begin picking up some of the smaller projects that need to be done. Mr. Hanson said the bond for the Nursing Home will be retired in 2016. He pointed out that the parking lots at the Health Department and Nursing Home were redone last year. He said he drove around the parking lot today and most of the areas where there previously was standing water have been fixed. He added that the Highway Department was very helpful in resolving that problem. Mr. Hanson added that also included in this budget is a small salary increase for the PBC secretary to increase it from \$20.50 to \$21.00 per hour. Mr. Larson asked if the cash on hand will be zero when the PBC ceases to exist in 2016. Mr. Hanson said the funds would be transferred back to the county. Mr. Larson asked if we have enough funds on hand to pay off the debt we have. Mr. Hanson explained that the funds to pay off the bond come in every year from the county. He added that there will likely be some money still left in the sinking fund after the bonds are paid off and it will go into one of the renewal and replacement funds for the Health Department campus. Mr. Larson made a motion to approve the budget as presented effective as of January 1, 2013. Mr. Lundgren seconded the motion. The motion carried unanimously.

AUDIT - 2013

Mr. Hanson explained that the annual audit (Attached as Exhibit "B") is done by Sikich, LLP of all the departments in the county. He explained the most important part of the audit is their opinion letter. Sikich gave the PBC a clean opinion which is the best opinion you can get on an audit. He said that toward the back of the book is the actual breakdown of all the PBC funds. Mr. Hanson explained that page 21 of the audit indicates that all the PBC funds are collateralized and insured. The Commissioners took a few minutes to individually review the audit report. There were no questions and Mr. Lundgren made a motion to put the 2012 PBC Annual Audit report on file for public review and to publish it on the DeKalb County Website. Mr. Shepard seconded the motion. Mr. Daugherty asked if the contract for the audit is put out for bid on a yearly basis. Mr. Hanson responded that the last time it was put out for bid was about five years ago. He added that it will probably come up for discussion to do so at the Finance Committee meeting in August. The motion was unanimously approved.

2013 PBC MEETING SCHEDULE

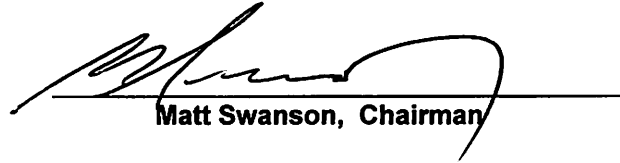
The proposed PBC meeting schedule (Attached as Exhibit "C") was distributed for approval. Mr. Lundgren asked if this schedule can be changed. Ms. Simons responded that the meetings can be changed or special meeting dates scheduled when needed as long as the dates for the meeting are published 48 hours in advance according to the Open Meetings Act. Mr. Lundgren made a motion to approve the meeting schedule as presented. Mr. Shepard seconded the motion. The motion carried unanimously.

ADDITIONAL DISCUSSION REGARDING BLOCK RESTORATION

Mr. Hanson asked how the Commissioners want to handle closing out the restoration project. He asked if they want a special meeting, participate in the walk through or some other preference. Mr. Lundgren asked Ms. Klein if she has full knowledge regarding the situation with the cracking issue. Ms. Klein responded that she has been somewhat informed and has additionally reviewed the agreement and feels comfortable with its terms. Ms. Klein emphasized that we should be vigilant in getting the work done but that the 18 month warranty gives us plenty of time. After a short discussion Mr. Larson made a motion to give the authority to the Chairman to establish a completion date for the project. Mr. Shepard seconded the motion. Mr. Lundgren expressed concern and felt that the final approval of the restoration project somehow become a part of the minutes to memorialize the action. Ms. Simons asked who will officially notify her of the effective completion date. Mr. Lundgren expressed concern that the information would not be a part of the PBC minutes until a meeting is held. There was further discussion regarding how to notify all interested parties of the effective completion date and also enable the PBC minutes to document the information. Mr. Larson amended his motion that the secretary will be notified of the date and time for the final walk-through at which time an official PBC meeting will be held. This meeting/walk-through will be published in advance according to the Illinois Open Meetings Act. Mr. Shepard seconded the amended motion. The motion as amended carried unanimously.

ADJOURNMENT

Mr. Swanson called for a motion to adjourn the meeting, Mr. Lundgren made a motion to adjourn the meeting, Mr. Shepard seconded the motion. The motion carried unanimously. The meeting adjourned at 10:25 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, 2017	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, 2013	Secretary	March 7, 2000
Mr. Gary H. Hanson	September 30, 2013	Treasurer	February 18, 1984



Wm. A. Bennett

<p>1. The first part of the document discusses the general principles of the proposed system. It outlines the objectives and the scope of the project, emphasizing the need for a comprehensive and integrated approach to the problem at hand.</p>	<p>2. The second part of the document provides a detailed description of the proposed system's architecture. It details the various components and their interactions, highlighting the system's flexibility and scalability.</p>	<p>3. The third part of the document discusses the implementation and testing of the proposed system. It describes the experimental setup, the data used, and the results of the tests, demonstrating the system's effectiveness and reliability.</p>	<p>4. The final part of the document concludes with a summary of the findings and a discussion of the implications of the results. It also includes a list of references and a list of authors.</p>
<p>5. The authors would like to thank the following individuals for their assistance and support during the course of this project: [List of names]</p>	<p>6. This work was supported in part by the following grants: [List of grant numbers]</p>	<p>7. The authors have no conflicts of interest to declare.</p>	<p>8. Correspondence should be addressed to: [Contact information]</p>



MEETING ANNOUNCEMENT

DEKALB COUNTY PUBLIC BUILDING COMMISSION

TUESDAY, JUNE 25, 2013

PLEASE NOTE TIME
10:00 A.M.

LOCATION

Location: Conference Room West
Community Outreach Building
2500 North Annie Glidden Road
DeKalb, Illinois 60115

AGENDA

1. ROLL CALL
2. APPROVAL OF MINUTES - MEETING OF TUESDAY, OCTOBER 23, 2012
3. APPROVAL OF AGENDA
4. DISCUSSION - RESTORATION OF BRICK WALL
5. BUDGET 2013 ✓
6. AUDIT - 2012
7. SET MEETING SCHEDULE FOR 2013
8. ADJOURNMENT