CALL TO ORDER
Chairman Koukol called the Facilities Management Committee meeting to be in session; located in the County Office Building County Board Conference Room to order at 3:31 p.m.

1) Roll Call – Chairman Koukol called roll call for attendance. Present were Chairman Koukol, Vice-Chair Gilmour, Member Prochaska, & Member Wehrli. Member Cullick arrived at 3:37 p.m. All members were present to form a quorum of the committee. County Administrator Wilkins, Facilities Management Director Smiley and Darryl Kollins (Technology) were also present.

2) Approval of the November meeting minutes - Chairman Koukol made a motion to approve the November committee minutes. Vice-Chair Gilmour 2nd the motion. All members voted aye via voice vote. Motion approved.

3) Public Comment - No members of the public were present at the meeting.

OLD BUSINESS/PROJECTS

1) Courthouse Fire System Testing
   • Project complete.

2) Technology Request for a Generator at the Historic Courthouse (HCH)
   • Jim checked with Kluber to see if it was possible to connect a feed from the generator at the County Office Building (COB).
   • Mike Kluber said it is possible but we really need to figure out what the best solution is and establish a budget to get it done.
   • Mike said he thought this could be done for under $5,000.00 as estimated at our last meeting.

   Report from meeting
   Chairman Koukol asked Darryl to answer questions about the needs requested by Technology. Darryl said what they were really looking for was a backup power source for their computer downlink equipment in the steeple of the HCH. Jim Smiley suggested if we were going to go through the effort to establish a generator or generator circuit for the facility that we also consider covering K.A.T. Their dispatchers are in the facility from around 6 a.m. to seven p.m. each day. Chairman Koukol mentioned that we had also talked to Chris Mehochko from the Regional office of Education on the need to have backup power available. Member Wehrli said that he had a resource for determining what was needed instead of contracting with a company like Kluber to determine the needs. Chairman Koukol also mentioned that we might be able to buy equipment at discounted pricing from the State of Illinois CMS surplus equipment unit. Direction of the committee was to have Jim contact member Wehrli’s vendor and see what he could determine.

3) Public Safety Center Floor Projects Update
   • Jim hopes to start the project before the end of December 2013.

4) County Office Building Roof and Systems Update
   • The Sanitary permit was completed and paid for two weeks ago.
   • The fee was reduced to half price and ended up being $700.00.
   • The City of Yorkville permit was completed at the same time.
   • The projected cost was to be $1,244.10.
   • Jim asked Kristi Barksdale-Noble and Bart Olsen if Kendall County would receive a discount on the fee.
   • Bart said it is in his court and will get back to Jim soon.
   • Work started on the roof with the removal of the old air conditioning condenser unit.
   • Work continued into the main hallways with the installation of the hangers and piping for the hot water mains for the reheat coils.
   • The current schedule shows the work to be substantially complete by March 5, 2014.

5) Parking Lot Projects
   • Project complete.
OLD BUSINESS/PROJECTS CONTINUED

6) UPS Systems Semi-Annual Testing
   • Testing was completed on November 13th at the Public Safety Center.
   • Two batteries were recommended to be replaced in the old KenCom UPS on the 2nd floor.
   • The battery charger was found to not be working properly on the main UPS system in the boiler room, even though the unit was not showing any alarms or trouble conditions.
   • The technician found the logic was locked up and reset the battery breakers to get the charger working properly again.
   • Jim has budgeted to replace all of the batteries this year.
   • Project complete.

7) Heat Panel Request in the Technology Department
   • Jim ordered the materials and the panel will be installed before the next FM Committee meeting in January.

NEW BUSINESS/PROJECTS

1) Chairman’s Report
   • Chairman Koukol’s report on ongoing events in the Facilities Management department.

Report from meeting
Chairman Koukol said that he mainly wanted to inform the committee on the status and progress of the COB projects. This had been already covered in a previous item. So, in order to save time and repetition we moved onto the next item.

2) Public Safety Center Records Remodeling Phase II
   • Jim has received updated quotes from two vendors plus a bid from an additional vendor.
   • The bids will be reviewed with the Commander Wollwert and Lisa Bowen this month.
   • Jim hopes to get the furniture ordered before the end of the month as it normally takes six to eight weeks to arrive.

3) Window Replacement at Courthouse
   • One of the upper inside panes of glass shattered in the South East stairwell in the expanded area of the courthouse.
   • There was no apparent reason why this pane shattered. The vendor said sometimes it happens from thermal shock.
   • So, Jim had it replaced last week.
   • Project complete.

4) County Office Building Board Room Sound System
   • After the last FM Committee meeting was over a loud baring sound came out of the system.
   • Jim traced it down to the input to the recording device.
   • Jim had Ryan check the recording equipment and he replaced a cable and disconnected the input to the cassette recorder.
   • The sound was still occasionally present, so Jim had a Sound technician check out the main system.
   • They determined the existing overhead speaker cones were torn causing the distortion in the sound, but not the blaring noise. Jim plans to replace these speakers by KCFM paying for the speakers and staff performing the work.
   • The technician said the blaring noise could be from the main power amplifier, which is obsolete.
   • So, Jim talked to a sales person from Sound and he gave Jim a budgetary number of $8 - $10,000.00 depending on how elaborate we want to make the system.
5) **Courthouse Paging Speakers Request**

- During shooter onsite training one of the Judges had concerns that overhead pages could not be heard in the judicial corridor.
- Jim checked into the problem and found there were four speakers in the old area of the original judge’s corridor but they were not hooked up.
- D.C. Leinen said this area was because previous presiding judges did not want them hooked up. However, current Presiding Judge Tim McCann is in favor of hooking them up and adding additional speakers in both the old and new judicial corridors.
- Jim received a quote from one vendor to add 24 speakers and supporting equipment for a price of $6,254.00.
- This was not included in the capital funding request for 2014 as it was an unknown need.

**Report from meeting**

Chairman Koukol suggested this be discussed at the next Judicial Legislative meeting in January. Member Cullick agreed this should be discussed at that committee which she chairs.

6) **Historic Courthouse Window Replacements**

- Two of the original upper sashes were repaired due to the divided light frames rotting out.
- Two lower sashes were planned to be repaired, but they were on the addition wings in a lower area. They had no historic value as they were newer windows and it was cheaper to replace the entire windows.
- So, they were replaced during the week of November 16th.
- **Project complete.**

**EXECUTIVE SESSION**

- Not Needed.

**ADJOURNMENT**

- Chairman Koukol asked for a motion to adjourn the meeting. Member Cullick made a motion to close the meeting at 4:02 p.m. Member Prochaska 2nd the motion. All members voted aye.
- Meeting adjourned by Chairman Koukol at 4:02 p.m.

Submitted by,
Jim Smiley
Facilities Management Director