



# Facilities and Maintenance Committee Minutes

Lee County, Illinois

Feb 14, 2023 at 3:00 PM CST

Old Lee County Courthouse, Third Floor Boardroom, 112 E 2nd St, Dixon, IL 61021

## I. Call to Order

Meeting was called to order at 3:00 p.m., by Chair Tom Wilson.

## II. Committee Member Roll Call: Chair Tom Wilson, Vice Chair Dean Freil, Jack Skrogstad, Chris Robertson, Mike Pearson

Tom Wilson, Dean Freil, Jack Skrogstad, Chris Robertson and Mike Pearson all attended in person.

Also present: Nancy Naylor and Keane Hudson (Board Members), Charley Boonstra (State's Attorney), Wendy Ryerson (Administrator), Greg Saunders (Maintenance Supervisor), and Becky Brenner (Board Secretary) all attended in person.

## III. Public Attendees

Dave Bally (former Board Member and Vice Chair of the Properties Committee) attended in person.

## IV. Approval of the Minutes from the Previous Meeting - (January 9, 2023)

Minutes from the January 9, 2023, Facilities and Maintenance Committee Meeting were approved as presented without modification.

## V. Maintenance Department Report and Action Items

### A. Report

Greg Saunders reported that it looks like the source of the sewer smell in the Old Courthouse has been located. Years ago, a "Y" pipe in the tunnel under the IT Department had been drilled into and patched with a sheet of lead and concrete. The patch slowly failed allowing the smell to seep out throughout the area. The pipe was sealed, and the smell seems to have dissipated. They also patched holes in the crawlspace leading to a manhole cover that appears to have been access for bats to get into the Courthouse.

Maintenance is now in the process of putting the IT Office back together. As soon as the IT Office is completed, they will start working on the Election Office with plaster patching, painting, new flooring, and new lighting.

Tom Wilson reminded the committee that the County is waiting for the ComEd program for the Old LEC so Engel Electric can replace the lighting in the building for energy savings.

## VI. Facility Improvement Updates

Wendy Ryerson walked the committee through the 5 Year Capital Expense Projections spreadsheet provided to the committee. She explained that Tom Wilson had put

together a list of projections estimating when certain repairs/replacements to the New Courts Building, Old Courts Building, New Highway Department Building, and Old LEC would need to happen, along an estimated costs and a projected timeline for when the project should be completed. Wendy put together a spreadsheet that identified the building, estimated cost of repairs, projected timeline and the projected budget year for the project. She also explained that the total repairs/replacements on the list, which was meticulously figured, totaled \$14,584,000, which the County does not currently have. Depending upon the direction of the Board, the County is going to have to get creative to figure out how to pay for all the improvements (grants, alternative funding sources, etc.). This spreadsheet will be included as an addition to the minutes when published.

Tom Wilson explained that roughly 18 months ago, Dave Anderson (Highway Department/County Engineer) had requested \$1.8 million dollars to renovate the existing Highway Department buildings. Shortly after the request, Tom toured the property. Replacing the steel and concrete included in the proposed renovations would require the County to abide by the Seismic Act and necessitate structural engineering work. These renovations would only scratch the surface of the need repairs, and money would continually be poured into the property. In addition, there is not enough land for needed expansion of the current facility due to the adjacent floodway (south and west) and private homes and a City Park (North and East. Tom also reported that the County Highway property on the West end of Dixon was not in good condition. In lieu of spending money on the existing structures, a small group began exploring the option of finding a new location centrally located where a new highway facility could be built. Tom estimated that the cost for a new building would be roughly \$5 – 6 million dollars. A new facility would provide increased efficiency and sufficient space for well into the future, making the decision to rebuild more practical than fixing the existing structures.

Tom Wilson explained that the Old LEC was a different story and could be renovated to benefit the County. The existing elevator is on the list for replacement in 2023. The ideal set-up would include renovating the basement for use by the Maintenance Department. The space is practically gutted and needs garage doors and heating. The upstairs would need to be renovated to include parking for the Judges, a sally port for Law Enforcement, and cold storage for County offices.

VII. Work Order Review and Approval

There were no work orders for review and approval.

VIII. Unfinished Business

There were no items under Unfinished Business.

IX. New Business

There were no items under New Business.

X. Executive Session

A. Executive Session 5 ILCS 120/2(c)(5) Purchase of Property

**Motion** to enter into Executive Session at 3:17 p.m., for the purpose of discussing 5 ILCS 120/2 (c)(5) Purchase of Property. **Moved** by Dean Friel. **Second** by Jack Skrogstad.

**Roll call going into Executive Session:** Tom Wilson, Dean Friel, Jack Skrogstad, Chris Robertson, and Mike Pearson.

Also present: Nancy Naylor, Keane Hudson, Charley Boonstra, Wendy Ryerson, and Becky Brenner.

**Roll call back in open session:** Tom Wilson, Dean Friel, Jack Skrogstad, Chris Robertson, and Mike Pearson.

Also present: Nancy Naylor, Keane Hudson, Charley Boonstra, Wendy Ryerson, and Becky Brenner.

Back in open session at 3:31 p.m.

XI. Adjournment

**Motion** to adjourn at 3:32 p.m. **Moved** by Dean Freil. **Second** by Chris Robertson. **Motion** passed unanimously by voice vote.

The next Facilities and Maintenance Committee Meeting is scheduled for 3:00 p.m., on Monday, February 27, 2023.

*\*\*The **second monthly** Facilities and Maintenance Committee Meeting was created due to the large number of pending capital projects being scheduled/considered. If a second monthly meeting is not necessary, it will be cancelled. Please check the website calendar at leecountyil.com for possible cancellations.*

Respectfully Submitted by,  
Becky Brenner – Lee County Board Secretary

**Lee County Facilities  
5-Year Capital Plan**

BUILDING/PROJECT	EST. COST	PROJECTED TIMELINE	PROJECTED BUDGET YEAR					
			2023	2024	2025	2026	2027 & Beyond	
<b>New Courts</b>								
HVAC	\$ 3,500,000	1-2 Years	\$ 1,000,000	\$ 2,500,000	\$ -	\$ -		
Elevator	\$ 180,000	1-2 Years	\$ 180,000	\$ -	\$ -	\$ -		
Carpet and LVT	\$ 380,000	1-5 Years	\$ -	\$ 80,000	\$ -	\$ -	\$ 300,000	
Painting	\$ 265,000	3-5 Years	\$ -	\$ -	\$ -	\$ -	\$ 265,000	
Bathroom Remodels	\$ 525,000	4-6 Years	\$ -	\$ -	\$ -	\$ -	\$ 525,000	
Pressure Wash/Tuck Pointing	\$ 165,000	3-5 Years	\$ -	\$ -	\$ -	\$ -	\$ 165,000	
Roof	\$ 395,000	5-10 Years	\$ -	\$ -	\$ -	\$ -	\$ 395,000	
	<b>\$ 5,410,000</b>		<b>\$ 1,180,000</b>	<b>\$ 2,580,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,650,000</b>	<b>\$ 5,410,000</b>
<b>Old Courts Building</b>								
Elevator	\$ 200,000	1-2 Years	\$ 200,000	\$ -	\$ -	\$ -	\$ -	
Bathroom Remodels	\$ 265,000	2-5 Years	\$ -	\$ -	\$ 265,000	\$ -	\$ -	
Painting	\$ 160,000	2-5 Years	\$ -	\$ -	\$ -	\$ 160,000	\$ -	
Carpet and LVT	\$ 195,000	2-5 Years	\$ -	\$ -	\$ -	\$ 195,000	\$ -	
Roof	\$ 136,000	5-10 Years	\$ -	\$ -	\$ -		\$ 136,000	
	<b>\$ 956,000</b>	<b>0</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 265,000</b>	<b>\$ 355,000</b>	<b>\$ 136,000</b>	<b>\$ 956,000</b>
<b>New Highway Department</b>								
Property	\$ 400,000	1 Year	\$ 400,000	\$ -	\$ -	\$ -	\$ -	
New Facility	\$ 6,000,000	2-3 Years	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	
	<b>\$ 6,400,000</b>	<b>0</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 6,400,000</b>
<b>Old LEC</b>								
Elevator	\$ 310,000	1-3 Years	\$ 100,000	\$ 210,000	\$ -	\$ -	\$ -	
Demolition/Construction	\$ 710,000	1-3 Years	\$ 390,000	\$ 320,000	\$ -	\$ -	\$ -	
HVAC	\$ 325,000	1-3 Years	\$ -	\$ 325,000	\$ -	\$ -	\$ -	
Pressure Wash/Tuck Pointing	\$ 78,000	1-3 Years	\$ -	\$ 78,000	\$ -	\$ -	\$ -	
Roof	\$ 175,000	1-3 Years	\$ -	\$ 175,000	\$ -	\$ -	\$ -	
Painting	\$ 220,000	1-3 Years	\$ -		\$ 220,000	\$ -	\$ -	
	<b>\$ 1,818,000</b>	<b>0</b>	<b>\$ 490,000</b>	<b>\$ 1,108,000</b>	<b>\$ 220,000</b>	<b>\$ -</b>		<b>\$ 1,818,000</b>
	<b>\$ 14,584,000</b>		<b>\$ 2,270,000</b>	<b>\$ 3,688,000</b>	<b>\$ 3,485,000</b>	<b>\$ 3,355,000</b>	<b>\$ 1,786,000</b>	<b>\$ 14,584,000</b>