



# Facilities and Maintenance Committee Minutes

Lee County, Illinois

Aug 14, 2023 at 3:00 PM CDT

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

## I. Call to Order

Meeting was called to order at 3:01 p.m., by Vice Chair Dean Freil.

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

Tom Wilson was absent. Dean Freil, Jack Skrogstad, and Mike Pearson attended the meeting in person. Chris Robertson attended the meeting via Zoom video conferencing.

Also present: Keane Hudson (Board Member), Charley Boonstra (State's Attorney), Wendy Ryerson (Administrator), Jeff Hilden (Facilities Director), and Becky Brenner (Board Secretary) all attended the meeting in person.

## III. Public Attendees

There were no members of the public in attendance.

## IV. Approval of the Minutes from the Previous Meeting - (July 10, 2023)

Minutes from the July 10, 2023, Facilities and Maintenance Committee Meeting were approved as presented without modification.

## V. Maintenance Department Report / Facility Improvement Updates

Jeff Hilden reported that he was in the process of getting up to speed with all the County facilities and projects during his first month of employment. Following are highlights from his report to the committee:

- He is currently researching and comparing computerized maintenance management systems.
- A new maintenance employee has been hired and will be starting on August 21, 2023.
- Jeff continues to analyze the manpower needs within the department and will be looking to hire an additional janitorial employee.

## VI. Work Order Review and Approval - None

There were no work orders on the agenda.

## VII. Unfinished Business

There were no items under Unfinished Business.

VIII. New Business

A. Lee County Facilities - Bids for Purchase of Bulk Electricity

The Lee County Facilities bids for purchase of Bulk Electricity for the County Buildings item on the agenda is very similar to the County aggregation program. Rock River Energy Services Company looked at the County's electrical bills and put together a fixed, all inclusive (except for ComEd delivery) cost comparison for the County Buildings. Wendy Ryerson explained that what the County would pay per therm was determined by the supplier chosen and the desired contract length. The price per therm was not based on a progressive scale but would stay constant from year to year until the contract expired.

**Motion** to move the Lee County Facilities - Bid for Purchase of Bulk Electricity to the Executive Committee for inclusion on the County Board agenda. **Moved** by Jack Skrogstad. **Second** by Mike Pearson. **Motion** carried unanimously by voice vote.

IX. Executive Session

There was no request for an Executive Session.

X. Adjournment

**Motion** to adjourn at 3:13 p.m. **Moved** by Chris Robertson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

*\*\*The second monthly Facilities and Maintenance Committee Meeting scheduled for Monday, August 28, 2023.*

Respectfully submitted by:  
Becky Brenner - Board Secretary