



# Facilities and Maintenance Committee Minutes

Lee County, Illinois

Mar 12, 2024 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 3:00 p.m., by Chair Tom Willson

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

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

Also present: Jeremy Englund (Administrator), Alice Henkel (Zoning Administrator), Jeff Hilden (Facilities Director), and Becky Brenner (Board Secretary) all attended in person.

### Discussion during roll call:

Alice Henkel explained that during the hearing for Steward Creek Solar the use of battery energy storage was questioned because the County is currently under a moratorium for battery energy storage. Alice wanted to make sure that all the Board Members were aware that the moratorium was for stand-alone systems only. Last year when the state introduced their new citing standards for wind and solar, they allowed for battery energy storage as an accessory to a wind or solar project.

## III. Public Attendees

No members of the public were in attendance.

## IV. Approval of the Minutes from the Previous Meeting - (February 13, 2024)

Minutes from the February 13, 2024, Facilities and Maintenance Committee Meeting were approved as presented without modification.

## V. Maintenance Department Report / Facility Improvement Updates

### A. *Maintenance Department Report*

Tom Wilson and Jeff Hilden reported the following items:

- State's Attorney's Office carpet project is ongoing but nearly half finished
- The Zoning Office is currently being painted
- The department is working to find the best technique to clean and shine the brass stair railings in the Old Courthouse
- Housekeeping in the Old Courthouse is in the process of cleaning all of the woodwork with lemon oil
- The elevator project in the Old Courthouse is now scheduled to start on Monday, March 18, 2024

- If the elevator project starts on March 18th, the County Board Meeting will most likely be held in the New Courts Building EOC Training Center
- The department has logged and completed 697 preventative maintenance tasks in the new software in the last three (3) months
- 67 work requests were received
- 91% of their work right now is preventative maintenance
- Treasurer's Office remodel is completed except for a few incidentals
- New Courts was the recipient of a \$1,016,623.10 technology grant that will outfit the existing courtrooms and the new grand jury courtroom

VI. Work Orders

- A. *Requests Submitted for Discussion - None*
- B. *Requests with Final Budget Numbers - None*
- C. *Requests Ready for Approval - None*

VII. Unfinished Business

A. *Allied Facility Partner Update*

Tom Wilson and Jeff Hilden reported the following updates with Allied Facility Partners:

- Allied is currently working on the New Courts grand jury courtroom buildout. Allied is putting together a layout for approval
- Concrete will be poured soon so a condensing unit can be moved out the Judge's parking area
- Low voltage technicians have been in the building working on the project

VIII. New Business

There were no items under New Business.

IX. Executive Session

There was no request for an Executive Session.

X. Adjournment

**Motion** to adjourn at 3:23 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 Tuesday, April 9, 2024

Respectfully submitted by:  
Becky Brenner - Board Secretary