

**Yorkville Public Library**  
Physical Facilities Committee Meeting  
Monday, June 21, 2021, 7:00pm  
902 Game Farm Road

The meeting was called to order at 7:00pm by Committee Chairman Ryan Forristall and roll was called.

**Roll Call:** Russ Walter-present, Sue Shimp-present, Ryan Forristall-present, Darren Crawford (arr. 7:03pm)

**Others Present:**

Lucas Robinson, *Kendall County Record*

**Recognition of Visitors:** Chairman Forristall recognized Mr. Robinson.

**Public Comment:** None

**New Business:**

**Building Maintenance Needs and Priorities**

This committee met to discuss the various issues with the mechanical systems and building. To facilitate the discussion, Chairman Forristall compiled documents, one being a list of Building Maintenance Discussion Points and the other a Building Maintenance List. Ms. Augustine, Ms. DeBord and Mr. Walter provided information for these documents.

Mr. Walter noted that he and Mr. Crawford are attending the next City Council meeting where solar panels for the city will be discussed and city building rooftops and vacant land are being looked at for solar panel sites. The library is a possible rooftop site.

**Building Maintenance Discussion Points:**

**Repairs: Lights & Pillars**

The lights and pillars have been repaired/replaced several times. Taller lighting was suggested.

**Maintenance: Parking Lot**

The parking lot was to be resurfaced in 2020 and is a huge priority. Library Liaison Matt Marek will be contacted regarding resurfacing and striping.

**Replacement: Camera System Upgrade**

Quotes have been received for cameras and due to the high cost, Mr. Crawford suggested it be done in phases. Mr. Walter has received an additional quote from TCG Solutions for \$22,000, which is lower than other quotes received. The current cameras have failed to capture incidents in the building and parking lot and are a high priority. Cameras are not currently budgeted, but should be next year. Mr. Forristall said a list of high priority surveillance areas should be established with the help of the staff. The old system could be offered on RAILS or e-bay to save money. Mr. Walter will ask TCG about a demo for the full Board to see prior to any purchase.

#### Lighting Controls:

Mr. Walter said Syserco may have a solution for the out-of-state lighting controls and they suggested an electrician should investigate the current wiring. Since the lighting is thought to be controlled in California, the goal is to bring the lighting control back in the building.

#### Light Fixture Assessment and Upgrade:

The library lighting will all be converted to LED which the city has begun. An inventory is being done by the city and more information is needed. It was suggested grants could be explored.

#### Current Functions Performed by City:

Weekly mowing is done for the library and Director Augustine will be asked to ask the city about weed-spraying. Inspection coordination has now been coordinated with the city. One inspection is for the elevator and it was recommended to revisit that maintenance agreement.

#### Shared Maintenance Person:

The shared city maintenance person is not currently moving forward, however, it is budgeted.

#### Items "in motion":

The BAS is in progress and Mr. Walter is working with Syserco on a power supply and will be purchasing a new computer. A future gas generator for the building was also suggested and the committee wondered if the library would qualify for government surplus for a generator.

#### Recent Updates or Repairs:

The new key fob system is now complete.

#### Current Considerations:

Gutters & Leaf Filter System: Mr. Walter has not received references yet for the proposed gutter system purchase. He talked about the costs of yearly gutter cleaning and feels this purchase would save money over time. From his experience, Mr. Forristall commented the system appeared to have the right technology to make it worthwhile. The committee discussed buying the system now or budget for it. Money from various line items (outside repairs, development fees, building improvement) could be used to pay for the system. Turnaround time for the system was also discussed and this proposal will be brought up at the next Board meeting.

#### Cleaning & Clean-Up:

Some areas are greatly overdue and Mr. Crawford suggested maybe the library and city could coordinate window cleaning. For the last leaf cleanup, Friends of the Library did the cleanup as an Arbor Day project with assistance from high school volunteers. Leaves need to be cleaned up around the chiller after the cottonwoods have finished releasing seeds.

#### HVAC:

The library will continue to use R.J. O'Neil.

#### Future Needs:

Replacing the carpet will be a future need. The building was repainted 6 years ago, but needs some touch-up in the front. Ms. Augustine will be asked to call about the cost of touch-ups. There are some broken furniture items, however, it is not an urgent need now. Sink mixers were repaired. Major

mechanicals: The chiller and air handler repairs were discussed and the committee will obtain a log of repairs from O'Neil. It was suggested to ask for an evaluation of the overall lifespan of the system including the boilers, controller board, air handler, etc. Ms. Shimp asked if the library is considered a city building. It was explained the building is paid for by taxpayers and a referendum was needed when it was built. The Board governs the library and it is a separate line item on tax bills.

The roof lifespan should be long since it is a metal roof with a wood deck underneath on the older section. When the painting was done, there was some weather stripping replaced and some sealant was repaired. Window System Replacement--there is no need at this time.

Summary: At the next Board meeting, a recommendation will be made to purchase the gutter system and an explanation provided for funds that could be combined for the purchase.

**Adjournment:**

There was no further business and the meeting adjourned at 8:45pm.

Minutes respectfully submitted by Marlys Young, Minute Taker