

Yorkville Public Library
Physical Facilities Committee
Monday, November 4, 2019, 7:00pm
902 Game Farm Road

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

Roll Call: Darren Crawford-present, Ryan Forristall-present, Jason Hedman-present, Russ Walter-present

Others Present:

Library Director Elisa Topper

Recognition of Visitors: Chairman Walter recognized Ms. Topper.

Public Comment: None

Chairman Walter added three items to the agenda under New Business.

Old Business:

Digital Sign Electrical Work/Landscaping

Trustee Forristall had requested a breakdown of electrical work costs which Ms. Topper provided. The committee discussed additional space on the panel for a second breaker. It was noted the old conduit cannot be used to light the sign since it was crushed in the road improvements and new conduit is being placed. Mr. Walter said a parking lot light was removed and the line was run to the sign circuit. Mr. Forristall added that it needs to be assumed the circuit could still be live. If the old line is still there and not in use, it should be decommissioned and shut off. The committee will need answers from Mr. Dhuse regarding several electrical issues so Ms. Topper will contact him. It was noted there was no sign when the building was built in the 1970's and was added later. Mr. Forristall asked if the Library could also get a bid on tracing the old line. The committee will await Mr. Dhuse's answer.

Landscaping

The Friends group asked if they could remove rocks from the sign area, however, Ms. Topper cautioned that someone could be injured in the process. She said the landscaper could remove them since the City cannot do it until spring. The landscaping around the sign had been an Eagle project. The committee said they would prefer not to dispose of the rocks and it was suggested that the Parks Department might be able to use them. This item will be tabled until there is more information.

New Business:

Snow Bars/Gutter Covers Proposal

A quote for snow bars had been received about two years ago and it has remained at about \$10,000. The quote is for over the entrances and not the entire building. The company will be asked to remove the costs of installing snowbars over a fire escape door in the old library and then provide a revised quote. The old snow triangles will be removed when the new snow bars are installed. Regarding gutter guards, Chairman Walter noted that the cost of cleaning the gutters is about the same as installing the

guards. Mr. Hedman asked if the guards are installed flush or angled to allow for proper drainage and if there is any history of having to clean blockages even with the guards. Ms. Topper was asked to obtain a drawing of the installation. The item will be brought forward to the regular Board meeting for further discussion.

Snow Removal

Ms. Topper received a quote for outsourced snow removal, however, there is an issue since the City plowers are union and it is likely the outside company is non-union. The City plowers would be used during the week and a private company on the weekends when the Library would not be a priority for city services. Ms. Topper has asked Bart Olson for an opinion on the union matter. Mr. Hedman pointed out that typically private companies will plow whenever there is an inch of snow. He also said that the Library might have to hire a company that provides union labor. This matter will be tabled until the regular Board meeting.

Boiler Repair

It was discovered that Trico installed a recirculating pump backwards. It was also noted that this error may have caused the foul odor from the water heater some time ago. Seven burners are in need of replacement and the building is operating only on a second boiler at this time. The new company, RJ O'Neil, said a new ignitor is needed and the burners are corroded. When both boilers are functioning, they switch back and forth. It was suggested to present this repair proposal to the full Board, however, Ms. Topper asked if approval can be given to move forward with the repairs due to the extreme weather. The committee deemed this an emergency situation and gave approval for Ms. Topper to call for immediate repairs.

E-Rate Proposals

Mr. Walter said he has spoken with the e-rate consultant who provided a proposal and said the Library is tied to Comcast until 2021. If the Library increases the bandwidth, the amount of money received from e-rate will be the same as the present which is about \$150 a month. That amount would change if the Library chooses another speed. The Library must notify the consultant sometime early next year and the new contract becomes effective in July. The Library also has the option of doing the hardware on their own, but no purchases can be made at this time as no e-rate funding would be available, since the funding for 2020 has not yet been approved.

The committee discussed what bandwidth speed they feel is necessary. Mr. Hedman suggested a bandwidth of 500-535 which would essentially give 4 times the present speed. This will be well-managed with the infrastructure. Mr. Walter noted that if the Library uses fiber, a different phone system might be needed. The committee discussed more technical aspects of the bandwidth and a new phone system. He said S & G has the best equipment and only 2 quotes were received after 4 companies did a walk-through. One piece of equipment, a controller, will be requested to be removed decreasing the quote by \$4,000. The options will be presented to the full Board at the November meeting.

Ms. Topper noted that her Director goals require computer classes in August, so she requested to postpone the classes until September in view of this discussion. She would like to have an instructor in place by August. This will be presented to the Board as well.

Adjournment:

There was no further business and the meeting adjourned at 7:52pm on a motion and second by Trustees Walter and Hedman. Voice vote approval.

Minutes respectfully submitted by Marlys Young, Minute Taker