

Yorkville Public Library
Physical Facilities Committee
Thursday, September 10, 2020, 6:00pm
902 Game Farm Road

The meeting was called to order at 6:00pm by Darren Crawford and roll was called.

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

Others Present:

Library Director Elisa Topper, Kevin Baumann/R. J. O'Neil.

Recognition of Visitors: Mr. Crawford recognized the visitors.

Amendments to the Agenda:

Ms. Topper said three items were up for discussion: update on HVAC system, water discoloration in Library, key fobs and security system.

Public Comment: None

Staff Comment: None

New Business:

R.J. O'Neil Update on HVAC System and Work Completed

Mr. Baumann said R.J. O'Neil has completed their second visit on their contract with the Library and the contract is now up for renewal. He summarized the services performed in the past year and said the next visit is due in January for preventive maintenance. Mr. Walter asked his opinion of the systems in general. Mr. Baumann said there are issues due to ComEd power outages which cause a loss of power for the Library. He said ComEd might be able to install an auto restart to avoid having R.J. O'Neil make a service call each time. A new transformer was installed when the Library was built according to Mr. Walter. Mr. Crawford asked if a battery backup could be installed so the controllers do not malfunction. A battery backup would keep the system going while a generator has a certain response time when the power goes out. The service techs could instruct Library personnel on the restarts. Mr. Baumann will obtain information on battery backup. Mr. Walter said the Library emergency lighting runs off the city hall generator and he asked if it would be valuable to have a generator for the Library. Mr. Walter asked Ms. Topper to determine the capacity of the city hall generator and she will contact Mr. Dhuse. Mr. Baumann said a battery backup would be the best for the BAS (Building Automation Systems).

A UPS (Uninterruptible Power Supply) device for the Library server was discussed and the capacity need will be researched by Mr. Baumann. He said that BAS should not have to be reconfigured each time the power goes off. He said the chiller is the main issue when the power is off and that it takes some time to re-start. The chiller is not hooked up to the computer to sound an alarm. The server and air handler also have issues, according to Mr. Baumann.

The committee discussed the R.J. O'Neil contract and Mr. Baumann said the \$125 rate will still be offered. He asked if it is possible to get into the building earlier than the Library's opening time. It was determined the cleaning people could open the door for a service call. Ms. Topper asked for a contract proposal to present at the October Board meeting. She also asked for the same service person each time. She has 3 invoices unpaid due to some issues. Mr. Baumann said an advance schedule for maintenance will help insure the same service person.

Mr. Baumann noted that the Library equipment is older, however, he thinks the chiller was not installed correctly, resulting in many problems. Screens were installed last year to keep the cottonwood seeds from clogging the unit. The Board may also talk with the landscaper about some tree removal to reduce the number of seeds. Replacement costs for this equipment would be \$300,000-\$500,000 which would require a referendum. Mr. Baumann summarized the various problems found when preventive maintenance was performed. He said the boiler burners were corroded and 20 burners were replaced. He said they could also recommend and prioritize what equipment will be replaced in the future. Ms. Topper noted that the Board questions the many invoices and need for recent service calls. Mr. Forristall asked about a log of the building service calls and power outages.

Summary

Due to the Covid pandemic, O'Neil will be providing more detailed reports of the preventive maintenance performed and pictures will be taken. Contract proposals will also be submitted for the October Board meeting. Mr. Crawford asked for a written procedure on how to re-set the boiler and Mr. Forristall suggested a videotaping of the tech doing the resets along with a verbal explanation. Mr. Baumann will also obtain battery backup information and provide a prioritized list of equipment replacement. Ms. Topper thanked Mr. Baumann for their cooperation in the past year.

Water Discoloration in Library

Ms. Topper said patrons have started to complain again about the ongoing water discoloration in the hot water. The city has checked the issue and said it's partly due to minimal usage of the water, so maintenance staff will be asked to run the water about 15-20 minutes each morning. Mr. Forristall said a possible solution is to place a device on the pipe to allow for a small trickle. He asked that the issue be tracked as to which pipe and how long it runs with discoloration to establish a pattern. It was noted the rod was replaced in the water heater, however, that did not alleviate the problem.

Key Fobs and Security System

Ms. Topper said Dixie DeBord is in charge of distributing key fobs to employees and is now recycling them since the system is not functioning properly. She can no longer get into the system on the XP computer. Mr. Walter said he thinks the FOB's are tied in with the security posts at the front entrance which no longer work. He will come to Library to look into this matter. Mr. Crawford asked Ms. Topper to obtain proposals for a new FOB system. He added that there should be a keyless entry and security all in one system. Ms. Topper noted that Sound Inc. has given a proposal to update the cameras.

Adjournment:

There was no further business and the meeting adjourned at 7:00pm.

Minutes respectfully submitted by Marlys Young, Minute Taker