

## **Building and Grounds Committee Meeting**

July 7, 2020

Meeting called to order at 9:30am by Ginni Yarbrough.

In attendance: Earl Thompson, Craig Albaugh, Ginni Yarbrough, Charles Holmes, Jenna Diedrich and Rachel Lenstra. Gloria Junge excused.

Lenstra was named as recorder for the meeting.

Agenda was reviewed. No changes were made.

There were no public comments.

### **June 2, 2020 Meeting Minutes**

Diedrich moved to approve the minutes of the June 2, 2020 Building and Grounds Committee meeting. Yarbrough seconded. Motion approved unanimously.

### **Boiler Replacement & Rezoning**

Thompson reported that he talked with ProTech and did more research. There is no blanket requirement in Illinois to have a commercial boiler certification, nor does Jo Daviess County have a local ordinance to that effect. Therefore, ProTech, which does not have that certification, complies for this job. However, D&D does work throughout the Tri-State area and has to meet Iowa's more stringent requirements for commercial boiler installation certification, which includes continuing education. If looking for the contractor with the most qualifications, Earl says he would go with D&D. This is just a comment, not a vote.

Albaugh asked who the lowest bid was. Diedrich stated that D&D was the lowest by about \$500. Albaugh asked about repairs. ProTech has been doing our repairs. Discussion settled that both companies are good with maintenance and repairs.

Lenstra motioned to recommend D&D's bid for boiler replacement to the full board. Yarbrough seconded. Motion carried unanimously.

Thompson mentioned that we will need to price the additional rezoning not included in the original specs. He will get in touch with D&D to have them come to the building to give us a price.

### **Gazette Digitization**

Northern Micrographics (NM) is open again. Thompson has printed and signed a copy of the amended letter allowing an approved volunteer to transport the papers. He will take it to Carter Newton for a signature today. The amended letter has been approved by Terry Kurt.

Once the signed letter is back to us, Diedrich will contact Scott Wolfe to see when his schedule will allow him to transport the papers. Yarbrough will contact Colleen Lubinsky at NM to update her on where we're at.

Discussion shifted to funds for the project. Diedrich reported that we have \$6800 left in non-Galena Foundation donation money. It was suggested that we contact the *Gazette* to update the public on the digitization project and remind them that we are still accepting donations. Diedrich will contact Hillary Dickerson.

Albaugh stated that, for him, the goal is to digitize the years 1860-1920. Discussion was had about funds needed for that. Yarbrough stated that, for the committee, the main goal was to digitize the worst years first and then look at what's left and prioritize from there. Ultimately, the goal is to digitize all the newspapers.

### **Fireplace Conservator's Visit**

No one has contacted Anna, the conservator, recently. Diedrich and Lenstra both felt that, since she's coming from Chicago, it was not yet prudent to have her visit. Diedrich will contact her to let her know we're not ready for her visit yet.

### **Exterior Building Inspection**

Thompson presented a report of suggested repairs for the exterior of the building. It is enclosed. He explained each item and stated that, if asked to prioritize them, he would put painting/reglazing the windows, repairing the chimney mortar joints and the water table repairs (if not also the coping and corbelling) because they allow water to breach the building envelope.

Albaugh suggested we get cost estimates for each job. Yarbrough asked about the steps as a priority because they are a public safety issue. Thompson said he would be comfortable with them on the priority list, but he didn't include them at first because they're not necessarily damaging to the building envelope.

Diedrich requested a reformatted report from Thompson, with items prioritized. He will prepare that.

Discussion shifted to what the water breaching the envelope is damaging. Thompson believes there is limestone behind the water table, but we can inspect old photos and original blueprints to be sure.

After a priority list is determined, we will seek out pricing. Joe, who painted the interior of the building, was suggested as a name to get pricing for repainting and glazing the windows. Thompson suggested Fred Jackson for pricing for the masonry work.

### **Items for the Next Agenda**

- Exterior work
- *Gazette* digitization update

Next meeting will be held on August 4 at 9:30am.

Diedrich moved to adjourn at 10:41am. Yarbrough seconded. Meeting adjourned.

Respectfully submitted,

Rachel Lenstra