

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF JULY 7, 2014

Committee Vice-Chair Carolyn Gerwin called the meeting to order at 6:02 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

Present: Gerwin, Borngasser, Steichen, Weber, Weller

Absent: Runyon, Bullard

Also Present: Marty Fannin, Earl Rients, Kathy Arbogast, Alina Hartley, Don Verdun, June Slagel

Gerwin called for any additions or corrections to the revised agenda with none being requested. *Motion by Weber, second by Weller to approve the revised agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the revised minutes of the June 2, 2014 meeting. *Motion by Weller, second by Borngasser to approve the revised minutes of the June 2, 2014 meeting as presented.* **MOTION CARRIED WITH ALL AYES.**

Maintenance Department Report – Don Verdun distributed a copy of the monthly department report to the Committee for review, a copy of which is attached to these minutes.

FY 2015 Proposed Budget – The Committee reviewed the draft maintenance department budget with Don Verdun and June Slagel. Committee members will submit any questions they may have to Don Verdun to be forwarded to Terry Taylor. The Committee will review the budget with Taylor at the August meeting.

Dickensheets Review – Hartley reported that the testing was scheduled to be conducted on August 6th when the courts would not be in session, however, the judges have requested to be present during the meeting, so work is pending a more satisfactory reschedule date.

Maintenance Building Project – Hartley stated that the bids for the project are due on Friday, July 11th. Hartley further stated that the hearing with the City of Pontiac is scheduled for July 14th. The Committee will meet at 5:00 p.m. prior to the board meeting to forward a recommendation.

Law & Justice Center / Historic Courthouse Outstanding Issues – No update.

County Farm Ground – Hartley stated that the current contract will expire at the end of October of this year. Hartley stated that last time the ground was bid, the Committee discussed the possibility of extending the contract if the current tenant is performing well under the contract. Hartley stated that she was looking for direction from the Committee as to whether they wanted the lease to be bid out this year, or if they were interested in extending the current

contract. Discussion took place. Hartley will contact the Farm Bureau to determine whether the current rate is in line with going rates. The Committee will discuss this item at their recessed meeting as well.

Approval of Bills – The Committee reviewed the bills presented. *Motion by Weller, second by Borngasser to approve the bills.* **MOTION CARRIED WITH ALL AYES.**

Executive Session – Executive Session was not held due to technical difficulties with the recording system.

Motion by Borngasser, second by Weber to recess. **MOTION CARRIED WITH ALL AYES.**
Meeting recessed at 7:01 p.m..

Alina M. Hartley
Administrative Resource Specialist

Livingston County Facilities Management Services Monthly report for May, 2014

CH

1. Replaced solenoid in faucet, 1st floor ladies room.
2. Unloaded 3 pallets of Xerox and hauled in to basement.
3. Sprayed lawn twice for weeds.
4. Mowing

L&JC

1. Widmer Office Furniture did warranty repair on 12 chairs from jury assembly.
2. Clearwater Systems did their quarterly inspection of the Dolphin system on the chillers.
3. Daikin replaced under warranty, 2 fans in the compressors of the chillers.
4. Pipco repaired the sprinkler system in the vestibule.
5. Unloaded 3 pallets of Xerox and hauled in to basement storage.
6. We had ATR come and pick up 6 pallets of old computers and other old electronics.
7. Sprayed lawn twice for weeds.
8. Repaired A/C unit upstairs Health Dept..
9. Mowing

H&E

1. Drained boiler and broke down for cleaning.
2. Mowing

REGIONS

1. Moved mailboxes at the request of Coroner and Veterans Assistance.
2. Mowing

Highway

1. Cleaned out clogged drain in shop.
2. Mowing

Cemetery

1. Hauled mulch for gardeners.
2. Mowing

PSC

1. Cross training continued.
2. Repaired a leaking mixing valve above the Officers locker room.
3. Union Roofing did warranty repairs to leaking skylights above the indoor rec. room and above A-Pod.
4. Replaced several light bulbs and ballasts.
5. Cleaned chiller coils and greased chiller pumps.