

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF JUNE 5, 2017

Committee Chair Mike Ingles called the meeting to order at 6:00 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

Present: Ingles, Weber, Allen, Holt, Mays, Weller

Absent: Goembel

Also Present: Chairman Bob Young, Executive Director Alina Hartley, Facilities Services Director Chad Carnahan, Network & Computer Systems Administrator Jon Sear, Jail Administrator Bill Cox, County Board Member Marty Fannin, Jeff Nelson (Mosiatic), Dan Kennedy, Representative from Alano Club

Ingles called for any additions or corrections to the agenda with none requested. *Motion by Holt, second by Allen to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the May 1<sup>st</sup> & May 11<sup>th</sup>, 2017 meetings. *Motion by Holt, second by Mays to approve the minutes of the May 1<sup>st</sup> & May 11<sup>th</sup> meetings as presented. MOTION CARRIED WITH ALL AYES.*

**Regions Bank Purchase Proposal / Lease Proposal** – Hartley distributed copies of the four proposals that were received, two for purchase and two for lease. Ingles recommended that the Committee take time to review the proposals and allow time for a cost analysis to be done. Ingles stated that the Committee could hold a special meeting later in the month to discuss the proposals. Ingles stated that all questions regarding the proposals should be directed to the County Board Office.

**Monthly Department Report** – Carnahan reviewed his monthly department report with the Committee a copy of which is attached to these minutes. Ingles discussed an issue with the transition and the transfer of a maintenance truck. Ingles requested that Cox and the department work with Chad to separate the tools equitably.

**FY 2018 Capital Requests** – Carnahan reported that the FY 2018 budget calendar was recently released. Carnahan stated that he will be pulling together capital requests for the Committees review in July. Cox will do the same.

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

*Motion by Holt, second by Mays to adjourn.* **MOTION CARRIED WITH ALL EYES.**  
Meeting adjourned at 6:40 p.m..

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Alina M. Hartley  
Executive Director  
Livingston County Board Office

## Manager's Report June 2017

### Ongoing Work Progress

- The department is working to develop budgets and capital requests for 2018 fiscal year.
- The department is working to develop a Pre-qualified Vendor List as outlined in the recently implemented Livingston County Purchasing Policy.
- The department is continuing to review options to fill 1-fulltime and a 1-part-time custodian position within Maintenance Unit #2.
- The department is working to complete planning and the installation of an intercom system to the Historic Courthouse's wheelchair lift. The intercom system will allow visitors to contact employees within the facility should they need additional assistance. Lighting improvements will also be made in and around the wheelchair lift unit.
- 2017 capital roof and masonry improvements at the Historic Courthouse.

### Completed Activities

- **Completed** - The department continues to remove concrete pavers installed under and around both of the Law and Justice Center's cooling towers. The department is removing concrete pavers that were put in place to control noise issues but are also affecting the efficiency of the cooling towers. Pavers are only being removed from around the perimeter of the cooling tower sound walls to provide more air flow across the towers.
- The department worked with Johnson Controls on 5/18/17 to complete a worklist outlined by the manager. Several "housekeeping" issues were addressed along with items necessary for the Facilities Department to operate as two separate units.
- The department recently signed with CenterPoint Energy for an additional 36 months as the natural gas supplier for the Safety Complex. The manager will be working with our energy broker Gary Gauger of Mid-West Energy to lock our fixed and index percentages for the upcoming winter strip.
- The department is **nearly** finished repairing and/or replace parking light fixtures at the former Region's Bank facility that were damaged during an electrical storm in the fall of 2016.
- **Completed** - The department will be working with CMI of Peoria on 5/3/17 to re-support a condenser water pipe in the Law and Justice Center Chiller room. The piping is not adequately supported which is causing excessive pressure on to the condenser pump below. This project will be completed as a T&M.

### Other Significant Issues

- The department worked with Bates Water Solutions of Willowbrook, IL and the Marlo Company to address hard water issues with softener systems at the Law and Justice Center and the Historic Courthouse. Adjustments were made to the softener system at the Law and Justice Center to bring hardness levels to their required set-point. **It was also determined that minor re-piping is needed to supply soften water to the chiller plant's condenser make-up water supply. This re-piping should strongly be considered to improve condenser water quality and also help reduce chemical treatment necessary for the chillers/cooling towers.**
- The department recently worked with Jarvis Boiler and Welding Company of Canton, IL to inspect the remaining three mudlegs of the Health & Education Buildings Kewanee steam boiler. One of the four mudlegs was repaired during the 2017 heating season that caused excessive water loss until it was repaired and the remaining three mudlegs are showing similar deterioration. Repairs were estimated at \$4150.00.

### Future Considerations

- Additional abatement work is needed at the Health and Education Building to address problem areas. The department is working with contractors to develop an action plan and project costs.

- Additional storage will be need for Maintenance Unit #2 for supplies and equipment. The department is looking at several low cost options that likely be submitted for a 2018 capital.