

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF MARCH 5, 2018

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, Allen, Holt, Mays, Weller

Absent: Weber, Goembel

Also Present: Chairman Bob Young, County Board Members Marty Fannin & Kathy Arbogast, Executive Director Alina Hartley, Sup. Bill Cox, Director of Maintenance Don Verdun, Network & Computer Systems Administrator Jon Sear,

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

The Committee reviewed the minutes of the February 15, 2018 meeting. *Motion by Allen, second by Mays to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

**Monthly Maintenance Department Report** – Don Verdun presented his monthly department report to the Committee, a copy of which is attached to these minutes.

**Mosaic Extension of Lease** – Hartley provided a copy of the proposed updated floor plan provided by Mosaic. Hartley reported that the lease extension is still being drafted by counsel, but will be provided within the County Board Packet. Hartley stated that the terms are the same as discussed at the February meeting. The lease will officially begin as of June 1, 2018. Hartley stated that Mosaic will begin the repairs once the lease is approved. *Motion by Mays, second by Weller to approve the renovation plans and lease amendment and forward to the full board recommending approval. MOTION CARRIED WITH ALL AYES.*

**Other Business** – Ingles reported that the report from Farnsworth should be received within the next few weeks. Ingles reported that he and the Chairman had met with Farnsworth for a preliminary update including concept layout, square footage, etc. Ingles stated that there is some vacant space being evaluated as well, but there have been some issues including access, privacy, the roof and parking.

**Smart Watt** – Orry Cummings from Smart Watt was present to provide the Committee an update of their findings. Cummings reported that they have completed the preliminary feasibility assessment. Cummings reported that this is part of performance contracting which is part of legislation statutorily approved. Cummings stated that the goal is to have a positive cash flow, provide “guaranteed savings”, and be budget neutral on an annual basis. Cummings reviewed

the next steps with the Committee which include a tune up. Once the tune up is complete, a RFQ can be released and a vendor selected.

**Approval of Bills** – The Committee reviewed the bills for both January and February. *Motion by Mays, second by Weller to approve the bills as presented.* **MOTION CARRIED WITH ALL AYES.**

*Motion by Mays, second by Allen to adjourn.* **MOTION CARRIED WITH ALL AYES.**  
Meeting adjourned at 7:13 p.m..

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Alina M. Hartley  
Executive Director

The first week of January we had to shut down elevator # 1 the cylinder leaked a lot of the oil out of the reservoir. Otis elevator holds our contract now and I have been working with them. Otis did the last inspection (10-25-17) which was done for the State Certificate of Operation. No problems were reported then. The cylinder needs to be pulled out of the ground to find out if it is a cracked weld or a hole in the casing. If it is a cracked weld we may be able to weld it again. If it is a hole in the casing we may have to replace the cylinder. I hope to have prices for repair or replacement. We will not know until the cylinder is pulled. We do know it is not a seal leaking. Thyssenkrupp is saying that what we had was a 1 year warranty, and an extended 5 year service contract, which would not have covered this problem anyway. I have Otis Elevator putting together a price for repair and also for replacement of the cylinder. And will have Thyssenkrupp do the same.

The springs broke on the overhead door at the Law & Justice Center and they are being replaced. Should be finished 2-2-2018 repairs are being made by Door Masters from Bourbonnais, ILL.

Replaced a relay switch in Boiler number 2 at the Law & Justice Center, it had been shutting down.

We had sprinkler pipe on the roof developed a pin hole on one of the dry legs of the system. The leg lost pressure and released water into the leg and set off the fire alarm, the building was evacuated.

I wasn't able to find the leak because of the snow on the roof but the next day I had a sprinkler company come and check out the system and we were able to see the pin hole then. That was on a Saturday morning they took measurements for the pipe and replaced it first thing Monday morning. We used the evacuation for a Fire Drill.

Numerous other repairs made throughout the building during the month of January.

We had a report of an animal running across the suspended ceiling of the meeting room at the H&E building, I put alive trap up in the ceiling. Over the weekend Ray found that we had captured a Raccoon. Ray took it out to the cemetery and turned loose.

Trane was here and completed the contract work on the chillers at the Public Safety Complex. They will be back for a spring startup.

All fire extinguishers in the County buildings had the annual inspections done and any that needed serviced were repaired and reinstalled.

In the Jail at the Public Safety Complex the indoor rec. area overhead lights were replaced with LEDs. We will monitor that room to see if expected life is achieved.

We had a few weekends of snow removal.

On the weekend of the 24<sup>th</sup> we had a report that a drain line to the dish washer was backing up we came and had to auger it out.

Maintenance staff at the Jail worked with Electricians to install a new tablet e-mail system in the Jail. Work was completed over a couple of weeks.

Plumbers are supposed to be here 3-6-18 to install the new sewage pump in the basement of the Public Safety Complex.

I am still waiting to hear about the repairs for the elevator in the Law & Justice Center, they told me it would be in the next couple of weeks. We have Jury week coming up that may cause a delay.

Don Verdun