

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF NOVEMBER 2, 2015

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, Arbogast, Bunting, Flott, Ritter,

Absent: Weller

Also Present: Chairman Marty Fannin, Alina Hartley (Administrative Resource Specialist), Chad Carnahan (Facility Services Manager), Don Verdun (Assistant Facility Services Manager), John Clemmer (Finance Resource Specialist), Bob Sear (Livingston County Historical Society), Treasurer Barb Sear, Jon Sear (Network & Computer Systems Administrator), Scott Fearnow & Alan Biagini (Johnson Controls)

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

The Committee reviewed the minutes of the October 5, 2015 meeting. *Motion by Bunting, second by Arbogast to approve the minutes of the October 5, 2015 meeting as presented.* **MOTION CARRIED WITH ALL AYES.**

Pontiac Monument – Bob Sear was present on behalf of the ad-hoc committee (Bob Sear, Dave Sullivan, Kathy Arbogast & Bill Flott) who were assigned to investigate the Pontiac Monument repairs and possible funding sources. Sear stated that the group is requesting that the county contribute 25%, not to exceed \$2,500. Sear stated that the Historical Society is willing to contribute 50% and the City of Pontiac is being asked to contribute 25%. Sear stated that he felt the work could begin in December if approved. Discussion took place. *Motion by Flott, second by Arbogast to recommend approval of contributing 25%, up to \$2,500, for the repairs to the Pontiac Monument.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Monthly Department Report –Scott Fearnow & Alan Biagini, with Johnson Controls, were present to discuss the issues and negotiated billing with the Committee. The Committee expressed disappointed that the County continued to have issues with the control system after spending a great deal of money. Carnahan stated that it does now appear that the system is running a lot more efficiently. Carnahan stated that he now felt that they were in the “maintain and tweak” stage. Johnson Controls is now coming in on a regular bases (as part of the maintenance agreement) to ensure that the system is functioning correctly.

Don Verdun reviewed the monthly department report with the Committee, a copy of which is attached to these minutes.

Hartley reported that a request for proposals for emergency repairs at the Highway Department had been released. Hartley stated that the work was originally part of the capital project that had come in over budget. Hartley stated that a grant application has been submitted to the State for funding, but nothing is being approved until the budget is approved. Hartley stated that it was felt that at least the replacement of these pipes need to be completed as soon as possible. Hartley further stated that other options will need to be explored if everyone declines to bid.

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

Executive Session – *Motion by Bunting, second by Flott to go into Executive Session pursuant to 5ILCS 120/2 (c) (21) Semi-Annual Review of Executive Session minutes.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Executive Session began at 7:24 p.m..

Regular Session resumed at 8:06 p.m..

Action Resulting from Executive Session – *Motion by Flott, second by Arbogast open the executive session minutes of October 6, 2014 and April 6, 2015, leave all remaining minutes closed and further authorize the destruction of all verbatim records dated eighteen months and older previously approved for content.* **MOTION CARRIED WITH ALL AYES.**

Motion by Arbogast, second by Ritter to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 8:07 p.m..

Alina M. Hartley
Administrative Resource Specialist

Livingston County Board
Property Committee
November 2, 2015

Law & Justice Center

LJC Vestibule Installation: Drywall ceiling has been removed, Sealtite Company for the installation has been called and we are waiting on them. Exit lights and door sensor were removed during removal of drywall and reinstalled till the drywall is put back in place. Maintenance staff came in early to remove the drywall and clean up, so we did not interrupt the normal operation of the building.

Installation of Valve Actuators: The one on the roof has been installed by Mike Duy & Terry Taylor and has been operating with no problems.

I have called C.J. Drywall to look at dry walling the ceiling after the Installation Company is finished.

Mike D. & Terry T. found a vibration in chilled water pump # 2 was due to a spider gear wearing out. Our staff replaced the spider gear and realigned the pump assembly.

Having issues with the humidifier for the IT room, too much water was being supplied to the unit thus the drain pan was running over and ruining ceiling tile. Water supply has been regulated.

Judy Cremer office complaining of cold air draft while working at her desk Terry T. adjusted a diverter and took care of the problem.

Judge Bauknecht chair is not operating correctly Terry checked with the Widmers Company found that the chair is still warranted as are some other broken chairs. Widmers has been called and they ordering chair parts.

The Cooling Tower sump floats were replaced with a newer style. And will be adjusted to lower the water level over time.

Fusible links separated from the Fire Dampers and let them release and shut off the air supply to unit AHU-2 Terry T. crawled up inside the unit to replace the links.

Brought the man lift over from the Public Safety Complex and changed a couple of overhead lights above the Security Desk in the front lobby of LJC.

Also we had Restroom problems such as toilet not working properly and so on. Delivering copy paper.

Historic Court House

Reinstalled molding in Board Room.

Mike S. And Mike D. (training) spent the day with Vendigard Fire Equipment Company to recertify the Fire Suppression system.

Mike D. is trying to figure a way to rewire the light switches in the County Board Committee Room.

Mike D. replaced and aligned a domestic water pump unit. Both pumps are running with no leaks.

Regions Bank Building

Mike S. replaced ridge caps on Regions Bank Building Roof.

Mike D. and Terry T. moved a used air conditioning condenser unit from storage to replace the defective unit at the Bank building. It has been installed and is running.

Mike D. and Terry T. straightened light poles in the upper parking lot. The new LED pole heads have come in and one has been installed.

Health and Education Building

Mike S. in the basement of IHR walls were removed in three small offices and were turned into a file storage room for IHR. Wiring that was not needed was removed and the drywall repaired and holes caulked in the foundation and the room repainted. Removed air conditioner from the window in that room, hung coat racks in other areas of the building.

Mike S. repaired a parking lot light in the back of H& E building.

Lights in the basement in room A2 the light would not come on Mike S. and Mike D. traced the wire back to a custodian's closet to a 20amp breaker and reset the breaker.

Mike d. replaced an outside overhead light fixture with a new LED fixture over the handicapped entrance at H&E building.

After numerous complaints of being cold earlier this month, Mike D. went out to H&E and turned the boiler on for a few hours to warm up the building and then turned it back off for the rest of the day. After the boiler started to warm up the boiler pipes started to rattle Mike D. went back out to H&E to reassure that everything was ok.

The air compressor that runs the pneumatic thermostats gave out, we took it to Professional Motor Repair and was told it was so old no parts were available for it. Chad ordered a new compressor from Xcell Mechanical it was supposed to have been here last week. A temporary compressor was hooked up till the new one arrives.

Completed other areas at IHR outside painting.

Mike S. repaired the ceiling in the hallway between rooms A33& A10.

The boiler fan would not shut down when the boiler shut down, called Xcell Mechanical they showed up Mike D. met them at H&E they got the motor to shut

down but had no parts to repair the problem. They are ordering parts and will return when parts come in.

Chad had the Knox box made into a concrete pylon and placed at the west drive entrance to the parking lot.

Trying to set up date to have the wheel chair lift inspected, certificate is not due till 2/2/2016 but it takes a while to get this done. The wheel chair lift at the Historic Court House will be done at the same time.

Highway Department

The Highway Department complained of a sewer smell in the office building. So we went there to check it out. We found the floor drain under the furnaces dry so we poured some water down it and added an enzyme down the drain. The smell went away. The next day one of our custodians had to plunge a toilet in the office, it backed up in the furnace room. We called Smith Plumbing to auger the sewer line out, and then ran a camera through the soil pipe. We found the sewer line to be coming apart inside and will likely happen again.

Mike S. replaced several light bulbs and ballast in the garage area.

Mike S. replaced Therm-o-couple in one of the Furnaces in the Garage area.

Public Safety Complex

The Jail reported that the sliding door in the Sally Port was not operating properly Mike S. helped Jeff D. get the cover off of the operating assembly and did some readjustment, and found to some worn parts. Parts were ordered and Jeff D. installed the new parts. This door has several moving parts and micro switches that have to be adjusted and aligned.

Jeff rebuilt a couple of jail door locks and adjusted door hinges for doors to operate correctly. If they are out of alignment they do not send a closed or open signal to master control.

Mike S. and Jeff D. went through the ERS units and replaced filters checked belts and greased the units.

Jeff went through the rest of the air handlers and greased and checked belts changed filters.

The camera project at the jail was turned over to Jon Sear IT.

Other numerous plumbing and electrical problems.

A Prisoner in the padded cell broke the 15/16 inch thick glass out of the cell door. I have another pane ordered that is supposed to be stronger. We had to remove the glass and measure and reinstall it to get the measurement.

Don Verdun