

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF JULY 11<sup>th</sup>, 2016

Committee Chair Mike Ingles called the meeting to order at 6:12 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

Present: Ingles, Arbogast, Ritter, Weller (arrived at 6:18 p.m.)

Absent: Weber, Bunting, Flott

Also Present: Chairman Marty Fannin, Alina Hartley (Administrative Resource Specialist), Chad Carnahan (Facility Services Manager), Jail Superintendent Bill Cox, Coroner Danny Watson, Jon Sear (Network & Computer Systems Administrator), John Clemmer (Finance Resource Specialist),

There was no quorum present at the start of the meeting. For the purpose of discussion only Carnahan distributed his report. Weller arrived at 6:18 p.m. and the meeting officially began.

Ingles called for approval of the agenda as presented. *Motion by Arbogast, second by Ritter to approve the agenda.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the June 6, 2016 meeting. *Motion by Weller, second by Ritter to approve the minutes of the June 6, 2016 meeting as presented.* **MOTION CARRIED WITH ALL AYES.**

**Monthly Department Report** – Chad Carnahan reviewed a copy of his monthly department report, a copy of which is attached to these minutes.

**LJC Control System** – Carnahan stated that he continues to have issues with Johnson Controls and the building automation system. Carnahan stated that he has been operating the system manually over the last couple weeks. Carnahan stated that he didn't feel he was getting the support that he needed from Johnson Controls. Carnahan stated that he felt that the local Johnson Controls office did not have the technical expertise to address the buildings issues. Carnahan stated that he would like to try to work with Johnson Controls on terminating the current maintenance agreement. Carnahan requested direction from the Committee as to how they would like him to proceed. Carnahan stated that he had spoken to another company who was prepared to come in and assist with the current issues. Discussion took place. *Motion by Ritter, second by Weller to authorize Carnahan to contact Johnson Controls regarding a reasonable close out and termination of the service agreement, and further authorize moving forward with Mechanical, Inc.* **MOTION CARRIED WITH ALL AYES.**

**LJC Elevator Maintenance Contract** – Carnahan reported that he has been reviewing the elevator maintenance agreements. Carnahan stated that the agreement for the Public Safety Complex has been automatically renewing since October 2012. Carnahan stated that the county currently pays \$198.13 per month for that contract. Carnahan reported that after meeting with

ThyssenKrupp, he believes he can get a more extensive contract for less. Carnahan stated that the contracts at the Law & Justice Center will expire in October of 2017. Carnahan stated that getting the agreements under one contract would provide for additional incentives at an estimated cost of \$165 per month. *Motion by Weller, second by Arbogast to authorize Carnahan to enter into a three year agreement with ThyssenKrupp for elevator maintenance, pending final attorney review and approval.* **MOTION CARRIED WITH ALL AYES.**

**LJC Generator Maintenance Contract** – Carnahan reported that the maintenance contract for the generator at the Law & Justice Center is getting ready to expire. Carnahan requested approval to continue the agreement at the current rate. *Motion by Weller, second by Ritter to authorize Carnahan to renew the contract for the generator maintenance.* **MOTION CARRIED WITH ALL AYES.**

**PSC – Dishwater Repair/Replacement** – Carnahan stated that there have been issues with the dishwasher at the Public Safety Complex. Carnahan stated that there is a crack in the steel allowing water to leak behind the cabinet and on the control boards for the machine. Carnahan stated that the replacement of the machine could range from \$6,000 to \$16,000 depending on what is purchased. Discussion took place as to whether to purchase the machine in this fiscal year or to submit a capital request for FY 2017 expenditure. Consensus of the Committee was to submit a request for the replacement as part of the FY 2017 capital budget.

**H&E – HVAC Repairs** – Carnahan reported that there have been several AC issues at the Health & Education building, one which required the replacement of one of the units. Carnahan stated that the cost of the unanticipated repairs for the lobby unit was \$5,250.09, and \$3,046.19 for the administrative condenser. Carnahan stated that there was also an increase in the abatement due to their being additional issues discovered during the work. *Motion by Weller, second by Ritter to authorize the unexpected repairs of the AC units, as well as the unexpected increase in abatement repairs.* **MOTION CARRIED WITH ALL AYES.**

**Diegan & Associates Proposal** – Hartley reported that she received a proposal from Diegan & Associates, in the amount of \$6,900, to do the testing and evaluation of Livingston Manor. *Motion by Ritter, second by Arbogast to approve the Diegan & Associates proposal.* **MOTION CARRIED WITH ALL AYES.**

**FY 2017 Budget & Capital Requests** – Carnahan briefly reviewed his FY 2017 capital requests with the Committee. Carnahan noted that, as previously reported, there have been a number of issues with cooling at the Law & Justice Center and Historic Courthouse. Carnahan stated that he planned to submit a capital request for a load balancing kit. Carnahan stated that he didn't feel this project could wait and should be done as soon as possible. Carnahan estimated the cost at \$11,000. *Motion by Arbogast, Ritter to authorize Carnahan to proceed with the load balancing kit.* **MOTION CARRIED WITH ALL AYES.**

**Regions Bank – Lease Termination Agreement** – The Committee reviewed the lease termination agreement submitted by Regions Bank. Discussion took place. *Motion by Ritter, second by Weller to recommend approval of the Lease Termination Agreement pending final attorney review and approval.* **MOTION CARRIED WITH ALL AYES.** Discussion took

place regarding the future of the Regions Building. Consensus of the Committee was to simultaneously release an RFP for the sale as well as the rental of the Regions Building.

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

**Executive Session** – *Motion to go into Executive Session pursuant to 5ILCS 120/2 (c)(1) – Personnel Matters.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Executive Session began at 7:37 p.m..

Regular Session resumed at 8:32 p.m.

**Action Resulting from Executive Session** – n/a

*Motion by Arbogast, second by Ritter to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 8:32 p.m..

---

Alina M. Hartley  
Administrative Resource Specialist

**Manager Report**  
**July 2016**

**New Business** – The manager has determined that the maintenance service contract for the elevator unit at the Safety Complex has been auto renewing since October of 2012. The in-place agreement was originally signed in 2007 for 5 years @\$140.00 per month for basic oil, grease, and inspection services. The current agreement is now at 198.13 per month. The manager has recently met with a representative of ThyssenKrupp and has determined that a more extensive service agreement could be put in place at a lower cost. The manager also learned that the county's elevator units at the Law and Justice Center will no longer be covered under the construction warranty as of October 2017. It's the view point of the manager that the county should select an agreement that would cover the four elevator units at the Law and Justice Center and the single unit at the Safety Complex. This would provide incentives for having multiple units under one service agreement and also provide better management of the elevator contracts by a having a common maturity date. Under a proposed agreement with ThyssenKrupp the elevator units at both the Law and Justice Center and the Safety Complex could be placed in a Gold Plan (Preventative maintenance, full coverage parts repair & replacement, and inspections) for three years @165.00 per month. An additional 3% savings can be obtained by paying annually.

**New Business** – The department is once again experiencing service issues with Johnson Controls for maintaining the Building Automation System. The department is currently experiencing control issues that are requiring manual control of select equipment which is requiring excessive monitoring and controlling by the manager. The manager has expressed his dissatisfaction the our account manager Alan Biagini of the Peoria branch in writing and verbally on 7/7/2016. The manager has suggested to our account manager that our current contract in place should be terminated because of the lack of reasonable response times to control issues and repetitive control issues since we began the service agreement in 2015. Mr. Biagini has verbally agreed to terminate the county's current 3 year service agreement if that is our choice. If the county chooses to take action terminating the service agreement the balance of the remaining service visits/service hours will need to be credited back to the county. The manager is currently working on other alternatives to handle our service needs for our Building Automation System.

**New Business** – The manager is currently reviewing quotes to perform a chiller tune-up and inspection of the two RTAA090 Trane chiller at the Safety Complex. It was communicated to the manager that the chiller units at the Safety Complex are currently having staging issues and besides general maintenance/repairs the units had not been serviced by an qualified service company since their installation. The it the view point of the manager that a “chiller tune-up/inspection” is necessary to identify any unknown problems and return the units to their original operating specifications. The estimated cost to review the two chiller units is \$1840.00 – 3,015.00.

**June Report** – Bids were received on May 19<sup>th</sup> for the Health and Education tunnel abatement project. The project will involve abatement of all piping in the affected areas and soil removal in the tunnels. The accepted bid was for \$26,600.00 plus management fees from Deigan & Associates. The project is expected to start June 27<sup>th</sup>.

**Update** – **The H&E tunnel abatement project was completed on July 1<sup>th</sup>. There were a few communications issues but overall the project was completed as expected. Sean McLellan of Deigan and Associates also found two areas of concerns while conducting the asbestos assessment of the building. The manager viewed the reported areas as safety concerns because of their high traffic locations and possible exposure risk to visitors/staff. The two areas of concern have been abated at an additional cost of \$1200.00.**

**June Report** – The department met with Ray Benoit of LaForce last month regarding the on-going ADA door adjustment issues at the Law and Justice Center. During the visit door hinges were replaced on a randomly selected door that was unable to pass push/pull requirements. After replacing the hinges the door was still **unable** to meet ADA requirements, thus leading to the door closer as the root of the problem. Mr. Benoit stated he was going to communicate his findings with the closer manufacture and report back with the department on how we need to proceed forward. The manager will be following up with Mr. Benoit in the coming week.

**Project Update** – **Per La Force -The general consensus is that you will not be able to meet the 5 lb ADA allowance on your doors.**

**We have now verified that the closers are capable of providing a 5 lb rating provided all condition are favourable, meaning there is proper hinge alignment, proper hinging or pivoting and the door IS NOT extremely heavy.**

*We have already determined that a door with no closer arm attached requires about 1 - 1 1/2 lbs of force to open and with a closer arm attached you are somewhere in the 6 lb range. We have verified that there is not a significant change regardless of what ball bearing hinge is used. All hinge alignment was also verified as this too could cause added force requirements. It just comes down to the doors be very heavy.*

*These doors are 3080, very tall and heavy solid core wood doors. When the architect wrote the specification for the material we supplied he should have considered "Pivots" instead of ball bearing hinges, the pivots provide slightly less force to operate.*

*Your stairway doors should not be required to meet the 5 lb rating as these are fire rated and the AHJ / fire codes supersedes the ADA codes. Additionally you have several of the other doors in question that should at least be adjusted so that they are at a minimum force requirement. During all our investigation we determined that most of the door closers were never set or adjusted properly when they were initially installed. If you accomplish this you should be in the 6-6 1/2 lb range not the 7-9 lbs that most currently are.*

*Sorry to say that doors that must meet ADA would require a power operator to meet the ADA requirement or at lease the closer are to be removed meaning each door must then be closed manually.*

*The manager is currently working to have a qualified contractor complete door adjustments and also a door assessment of all doors within the Law and Justice Center.*

**New Business** – The manager worked the maintenance supervisor at the Good Samaritan Nursing Home to help address domestic hot water issues early this month. It was determined that there was likely a hole in one of the two heat exchanger/domestic hot tanks serving the facility. Several contractors were contacted by the manager to help assist the nursing home with their hot water issue. BDI Plumbing of Pontiac was final asked to complete repairs which involved bypass the defective heat exchanger/tank. The project took several hours to complete and hot water service has been restored. The project cost is unknown at this time. The manager will update the committee on this project in August.