

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF MAY 7, 2018

Committee Chair Mike Ingles called the meeting to order at 6:02 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

Present: Ingles, Allen, Holt (left at 7:00 p.m.), Mays, Weller

Absent: Weber, Vacancy - Goembel

Also Present: Chairman Bob Young, County Board Members Marty Fannin, Kathy Arbogast and John Slagel, Executive Director Alina Hartley, Human Resources Director Ginger Harris, VAC Director Tom Bailey, Sup. Bill Cox, Director of Maintenance Don Verdun, Public Health Administrator MaLinda Hillman, Mental Health Executive Director Chris Myers, IHR Director – Joe Vaughn, Ray Gearth, Keith Parish, Dave Burnison (Farnsworth Group)

Ingles called for any additions or changes to the revised agenda, with none being requested.

Motion by Holt, second by Mays to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.

The Committee reviewed the minutes of the April 2, 2018 meeting. *Motion by Mays, second by Allen to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

Presentation by Farnsworth – H&E Building Analysis – Dave Burnison was present to review Farnsworth analysis of the Health & Education Building. Farnsworth was charged with providing an analysis as to whether the county should renovate the existing building, building new or remodel an existing building. The option of renovating an existing building was eliminated at a previous committee meeting. Burnison indicated that renovation of the current building would include energy efficiency upgrades, but would include minimal accessibility improvements and no functional improvements to the layout. Burnison also indicated that the cost of the renovation would need to include the hazardous materials abatement, and temporary facilities during the renovation period. Burnison estimated the cost of a new building at \$4.6 million, and would be energy efficient and fully accessible. A lengthy discussion took place regarding topics such as security, layout, roof pitch, etc., which will all be addressed during the next design development phase should the board choose to move forward with constructing a new building. *Motion by Mays, second by Weller to move in the direction of building a new facility. MOTION CARRIED ON ROLL CALL VOTE.* All voted Aye; none Nay.

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

Rolling Storage Removal Proposal – Hartley stated that the staff does not feel comfortable with the disassembly of the rolling storage unit at the former Regions Building. Hartley stated that an

estimate to have the unit disassembled was obtained, with a cost of \$3,526. Hartley questioned if the Committee wanted to proceed with the storage of the unit. *Motion by Mays, second by Allen to proceed with the disassembly, at a cost of \$3,526, and storage of the rolling storage unit.*

MOTION CARRIED WITH ALL AYES.

Xcell Mechanical Proposal – Hartley reported that there is a need for repairs to the AC unit at the historic courthouse, with a cost of \$1,890. Hartley stated that she believes there will be enough funds within the budget to cover the cost, but she just wanted to keep the Committee informed.

Maintenance Supervisor – Maintenance Units – Ingles reported that he and Chairman Young had previously spoken with the Sheriff about the possibility of putting the two maintenance units back together. Ingles stated that the current Memorandum of Understanding would be suspended and the departments would operate under one unit, under one manager, reporting to the property committee. Sheriff Childress was present to indicate his support for the unit being put back together. Discussion took place. Consensus of the Committee was to proceed with the suspension of the Memorandum of Understanding and meet prior to the board meeting to review the document and proposed job description.

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

Motion by Allen, second by Mays to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 7:40 p.m.. The Committee will meet at 5:30 p.m. prior to the board meeting.

Alina M. Hartley
Executive Director

Maintenance Report for the Month of April 2018

We have 6 FM-200 fire suppression systems in Public Safety Complex, these have to be inspected semi-annually. All passed inspection.

The Historic Court House has one FM-200 system and that passed as well.

I met with an architect and engineer to check the door closures at the Law & Justice Center. Found some doors were operating within range, they were wondering why there were different kinds of openers.

Last month I reported that the springs that help raise and lower the overhead sally port doors broke on the north door. When I ordered new springs I ordered a set for the south overhead door, well that one broke a week ago. I had the springs on hand the door company Door Masters from Bourbonnais came the next morning and installed the new springs.

While their tech was there I had him check out the electric openers

He found that the brass bushings are worn and will have to be replaced sometime in the future, as are the bearings. I asked him for an estimate for repairs. He suggested replacement with commercial grade openers, as these are not commercial grade.

Trane is done with the repairs and upgrades to the two chillers at the Public Safety Complex. Two more fan motors were found with bad bearings in the north chiller our Maintenance staff Steve and Jeff installed the new fan motors. Each unit has 7 fan motors per unit.

In the kitchen at the Jail the sewer started to back up through the floor drains. We had the grease trap pumped out and cleaned. That took care of that problem. We also had overhead suction fans and hoods over the cooking area steamed cleaned. I heard that the kitchen had a health inspection and scored 100%.

One of the Air handlers ERS # 3 fan bearings on the fan shaft wore out and we caught it before it damaged the shaft. Our maintenance staff Steve and Jeff installed the new bearings. The cost of the bearings was around \$25.00 to \$30.00.

All air handlers at the safety complex were serviced. (bearings greased and air filters changed and belts changed if needed)

We are continuing to replace bulbs in the jail area with leds as the old tubes go bad. In almost all areas, we have been able to use 2 led tubes where there used to be 4 fluorescents.

Three cameras failed last month. One was replaced with a camera that had been repaired by staff. The other 2 were replaced by new ones at around \$100 each. We also had 2 PTZ (pan, tilt, and zoom), cameras that failed and were repaired by staff.