

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF AUGUST 6, 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, Ambrose, Holt, Mays, Weller (arrived at 6:08)

Absent: Weber

Also Present: Chairman Bob Young, County Board Members John Yoder and John Slagel, Executive Director Alina Hartley, Director of Maintenance Don Verdun, IHR Director – Joe Vaughn, States Attorney Randy Yedinak

Ingles requested that the agenda be reordered and that two items be added including potential changes to the Water St. Property and Capital Request. Ingles then called for any additional changes to the agenda, with none being requested. *Motion by Allen, second by Holt to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

Executive Session – *Motion by Mays, second by Holt to go into Executive Session pursuant to 5ILCS 120/2 (c)(11) – Pending Litigation.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Executive Session began at 6:02 p.m.

Regular Session began at 6:29 p.m.

Action Resulting from Executive Session

Architectural Consulting – *Motion by Holt, second by Weller to recommend to the full board that Livingston County retain Farnsworth Group as consultants in regards to the remaining issues at the Law & Justice Center.* **MOTION CARRIED WITH ALL AYES.**

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

Additional Capital Request – Don Verdun reviewed an additional capital request that was missed during the original presentation. Verdun stated that he would like to add an access panel to the Public Safety Complex in order to allow easier access. Verdun estimated the cost at \$2,752. Ingles stated that he acknowledges that the work needs to be done, but thought that the cost could be covered within the regular budget instead of capital. Ingles stated that the Committee's policy has been to work within the budgets as long as the aggregate is not exceeded. Consensus of the Committee was to allow Verdun to proceed if sufficient funding was available within this year's budget, and if not to forward to Finance for consideration without official approval of the Committee.

Water St. Property / Mosaic – Ingles reported that Mosaic has had to change the scope of work on the Water St. property in order to meet their budget. Ingles stated that the improvements being made are beneficial to the County. Consensus of the Committee was that the changes were within reason and would not require additional action.

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 EYES.**

Motion by Mays, second by Allen to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 6:59 p.m..

Alina M. Hartley
Executive Director

Livingston County Facility Services

Maintenance Report for July 2018

Both of our Man lifts have been inspected and the big one repaired. Hand control had to be replaced.

Public Safety Complex

Last mixing valve has been replaced.

Kitchen Ansul System was inspected and certified.

Carpet in the Law library was repaired.

Repaired drawer in the Booking area.

Repaired tablet chargers for prisoners tablets.

Intercom speaker in master control needed to be replaced, we were able to replace it with a spare used one.

Time clock for outside lights failed, were able to repair it.

Numerous floor drains plugged and cleared, also the same with toilets.

Visitation kiosk not working off and on needed to be reset.

Law and justice Center

Chiller one went into fault mode Steve was able to repair faults and get the unit running again.

Replaced light dimmer switch in the jury deliberation room, lights were flickering and this solved the problem.

Circuit Clerks office south swinging door was repaired and adjusted.

Air handler #2 tripped out after morning check and took a while to cool the 2nd floor back down.

Front lobby Security desk swing door has been repaired.

Probations had problems with the front door card reader after hours. I checked my card periodically up till 10:00 PM and had no problems.

Numerous sink and drain problems.

Hot water circulating pump found to have burned up, we replaced with a new one.

Health and Education

Ray hung a sound machine for IHR.

Hung a picture for IHR.

Moved a key board shelf for IHR.

Cut shelves for IHR.

Also toilet repairs and sink repairs throughout the building.

Historic Court House

Replaced Flag on the roof.

July 10 outside elevator was not working and we found the key was turned off.

Outside elevator is not working again, we are checking it out. If we can't find the problem, I will call Otis Elevator to repair.

We have a cold water circulating pump leaking, I will order a seal kit and rebuild it.

Janitor cart wheels are worn out, we have ordered new ones and will replace them.

Ray trimmed bushes around the H&E Building.

And cut down the dead tree behind building.

And repaired pot holes in the parking lot.

Highway Department

Ray repaired a leak in the roof over the breakroom.

And replaced light bulbs

Cleaned the AC coils outside condensing units.

And trimmed weeds at the cemetery.

Don Verdun

8-6-2018