

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF OCTOBER 1, 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, Mays

Absent: Weber, Holt, Weller

Also Present: Chairman Bob Young, County Board Member John Slagel, Executive Director Alina Hartley, Director of Maintenance Don Verdun, IHR Director – Joe Vaughn

Ingles requested that Discussion on Regions Roof be added to the agenda. Ingles then called for any additional changes to the agenda, with none being requested. *Motion by Ambrose, second by Mays to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the September 4, 2018 meeting. *Motion by Mays, second by Allen to approve the minutes of the September 4, 2018 meeting as presented.* **MOTION CARRIED WITH ALL YAES.**

**Livingston County Farm Ground Proposals / Lease** – The Committee reviewed the bids received for the Livingston County farm ground. There were five bids received with the high bidder being Gene & Jeff Ledford with a per acre bid price of \$307.50. Discussion took place. *Motion by Mays, second by Allen to accept the Ledford bid and recommend board approval.* **MOTION CARRIED WITH ALL AYES.**

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

**Discussion – Regions Roof**– Ingles reported that he had received a call concerning the Regions roof. Ingles reported that Mosaic had reached out because of some stained ceiling tiles which would indicate some leakage. Ingles stated that Verdun inspected and was concerned about the overall integrity of the roof. Ingles stated that there are some soft spots, and the corners of the sheeting have started lifting. Ingles stated that he reached out to Farnsworth and they will work on providing specs and cost estimates so the project can be bid. Ingles stated that the possibility of a metal roof is also being discussed as an option. Ingles stated that due to the extent of the damage and the fact that winter is right around the corner, he would like to move as quickly as possible. The Committee will meet prior to the board meeting to authorize the release of specifications.

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

*Motion by Mays, second by Allen to recess.* **MOTION CARRIED WITH ALL AYES.**  
Meeting recessed at 6:21 p.m..

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Alina M. Hartley  
Executive Director

# Livingston County Facility Services

## Maintenance Report for September 2018

### Public Safety Complex

The walk in cooler would not maintain temperature. I tried lower the thermostat, still would not cool. We have a maintenance contract with XCell Mechanical. I called them at 8:30 P.M., this was a Friday night, and the company sent a tech to repair it. He found multiple problems testing different components in the unit. He had to find a supply house to open up on a Saturday morning to get the parts we needed. He found them in Peoria and was able to make the repairs. We didn't lose any food in the cooler.

Still having leaks in the circulating lines in the South East mechanical room, all the recent leaks have been at the elbows.

The walk in freezer door needed the door gasket replaced; we ordered the gasket and installed it.

Repaired the telephone in visiting room 2

All five air handlers cleaned and filter and belts checked and replaced were needed.

All three Energy Recovery units cleaned, filters changed and belts checked.

Repaired Jail door locks while doing this, we used it as a training session for other maintenance staff.

The motor on the return air fan for the 911 area is bad we are in the process of pulling it off and having it checked for repair. Motor was repaired and installed.

Per our contract XCELL Mechanical inspected nine hot water heaters and the two hot water Boilers.

The drum bearings went out of number 2 washing machine; we are waiting for a company to get the parts to repair it.

### Law and Justice Center

Steve did a belt replacement on Air Handler #2 during that repair; he greased the motor and fan bearings.

There are still some more changes with the Johnson Control program to come, but with upgrade and training it has made a positive difference in the operation of our HVAC system.

Steve had to reinstall ceiling tile in court room #1.

The door lock on court room #2 needed repair.

### Historic Court House

Ray changed filters; belts checked and greased bearings in all air handlers.

Removed loose ceiling plaster in the vault at the County Clerk's office and repainted the ceiling.

### Health and Education Building

Changed Filters on air handling units

Ray repaired the North wheel chair ramp in three different areas.

Ray repaired hallway ceiling after water damage from an air handler.

Ray repaired loose fan motor and housing in the attic.

### IHR

Popejoy replaced cooling part of the air conditioning in the South hallway.

Ray did some repair on door locks.

### Highway Department

Filters changed in furnaces.

### Regions Building

Filters changed in all furnaces.

Per contract with XCELL Mechanical they inspected Boilers for

Public Safety Complex - 2 Boilers

Law & Justice Center- 2 Boilers

Historic Court House - 2 Boilers

Health and Education Building – 1 Boiler

Don Verdun

9/28/2018