

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF NOVEMBER 5, 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

Absent: Weber

Also Present: Chairman Bob Young, Executive Director Alina Hartley, Human Resources Director Ginger Harris, Director of Maintenance Don Verdun, IHR Director – Joe Vaughn, Orry Cummings (SmartWatt),

Ingles called for any additions or deletions to the revised agenda. Ingles then called for any additional changes to the agenda, with none being requested. *Motion by Ambrose, second by Holt to approve the revised agenda as submitted.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the October 1, 2018 meeting. *Motion by Mays, second by Weller to approve the minutes of the October 1, 2018 meeting as presented.* **MOTION CARRIED WITH ALL YAES.**

Guaranteed Energy Savings Contract – Ingles reported that the RFP for the guaranteed energy savings contract was issued for bid. There were four companies that attended the pre-bid and expressed interest, but the only bid received was from SmartWatt. Orry Cummings from SmartWatt was present to discuss their proposal with the Committee. Cummings stated that the next step was an investment grade audit. Cummings reviewed the process with the Committee. Discussion took place. *Motion by Holt, second by Weller to recommend the Board approve the Investment Grade Audit Agreement with SmartWatt.* **MOTION CARRIED WITH ALL AYES.**

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

Farnsworth Schematic Design Proposal – Ingles reported that the schematic design report is nearly complete. Ingles requested that the Committee recess the meeting until Tuesday, November 13th at 5:00 p.m. to review the schematic design report and review the design development proposal.

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.**

Executive Session – *Motion by Weller, second by Allen 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 7:04 p.m..

Regular Session resumed at 7:19 p.m..

Action Resulting from Executive Session – *Motion by Weller, second by Holt to open the executive session minutes of January 4, 2016, February 1, 2016, May 2, 2016, June 6, 2016, July 11, 2016, November 28, 2016, January 11, 2017 and leave the 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 Holt, second by Weller to recess. **MOTION CARRIED WITH ALL AYES.**
Meeting recessed at 7:20 p.m..

Alina M. Hartley
Executive Director

Livingston County Facility Services Maintenance Report for October 2018

Public Safety Complex

There were problems with the domestic hot and cold water for the male pod areas holding temperature and water pressure. After spending a day trying to track it down we finally called a plumber and found the problem in the main chamber of the mixing valve. It was clogged up with debris from the hot water heaters. Plumber switched parts from another valve and everything worked properly.

N-unit toilets were all plugged and would not flush, staff found non flushable material in toilets and had to scoop them out. Some of the material got down in the main sewer line and plugged a couple of other areas. We had to bring in another auger to reach the obstruction.

Lint Fighters came in and cleaned the dryer vents and chimney vents to the roof. Jeff de limered the wash machines at this time. The number 2 wash machine has been repaired with a new drum shaft and bearings. Jeff replaced a camera in C-14 with one we had on hand. Our annual Backflow preventers were inspected and no repairs were needed. And our annual fire alarm inspection was completed. Our semi-annual FM – 200 fire suppression system inspection was completed. PTZ camera in the sally- port was replaced. New auto drains were replaced on the air-compressors in the basement. Jeff has repaired and replaced hand sets and several visitation booth handsets. Several toilets augered out and shower drains cleaned out. Several more leaks in mechanical room plumbing have been repaired. Several charging cords replaced for jail I-Pads.

Law & Justice Center

The air conditioning has been shut down for the winter. Cooling coils in the air handlers have been drained and roof top chiller towers have been drained.

After the power outage the other night our custodian found the lights in court room #2 was not operating. These lights are run off of a theater lighting processor. We found the processor too be bad, we called the company and they going to send us one to use while ours is being repaired. I will buy a new one for back up.

Annual backflow preventers were tested and no repairs are needed. Steve replaced numerous bulbs and ballasts and batteries in toilets and sinks.

We had 73 degree day and had to take fans to court room #1.

Brandon Walker from Johnson Controls was here the last week of the month and continued with the upgrade and making changes to the Johnson Controls program.

Historic Court House

The annual inspection for the FM-200 system was completed. And the annual testing of the backflow preventers was completed.

Ray installed the pink lenses for the clock tower light for breast cancer awareness month.

Health and Education Building

Ray hung a TV for IHR.

Ray repaired a furnace at IHR.

Ray lite the boiler for the season and checked the boiler treatment and weekly blow downs. Ray replaced outlet at IHR.

Ray Installed a kitchen type stove for Mental Health break room.

Replaced 2 thermostats controllers

Ray did a walk through the building with the fire department for an annual safety check.

Highway Department

Ray replaced a heater fan motor for the shop area.

Mosaic Building

We have a circulating fan motor in the attic that was not running properly and we are working on that.