

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF SEPTEMBER 3, 2019

Committee Chair Patrick Killian called the meeting to order at 6:03 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

Present: Killian, Vitzthum, Allen, Ambrose, Kirkton, Weller

Absent: Runyon

Also Present: Chairman Bob Young, County Boards Member John Slagel, Marty Fannin, Bill Mays, Steve Lovell, Gerald Earing and Kathy Arbogast, Executive Director Alina Hartley, Finance Director Diane Schwahn, Facilities Services Manager Don Verdun, Joe Vaughn (IHR)

Killian called for any additions or deletions to the agenda. Ambrose requested that the agenda be amended to add discussion on the Health & Education Building to the beginning of the agenda. *Motion by Ambrose, second by Weller to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the August 5th & August 14th, 2019 meetings. *Motion by Weller, second by Vitzthum to approve both sets of minutes.* **MOTION CARRIED WITH ALL AYES.**

Health & Education Building – Ambrose stated that even though the building was voted down, there were still individuals who were interested in doing something. Ambrose stated that she understood that the Kmart building was off the table, and that individuals were misinformed, but there were still options including utilizing a pole building. Concerns were expressed regarding the overage in the bids, the amount of green space, and what some referred to as poor planning, as it should have been known that this was a low spot. Ambrose requested that an Ad-Hoc Committee be formed to explore the options. Discussion took place regarding the prior ad-hoc Committee and the fact that all these options had already been explored and moved away from for various reasons. Killian and Young will take the request for ad-hoc committee under advisement.

SmartWatt Scope of Work – Verdun reported that he met with the project engineer and representative from SmartWatt regarding the project and was notified that the replacement chiller for the Public Safety Complex was set to be Carrier. Verdun stated that the current system could be updated with a Trane rebuild kit. Discussion also took place regarding the possible expansion of the facility and ensuring that the units were sized and placed accordingly. The Committee discussed separating the replacement of the chiller as a Phase II of the project. The Committee requested that SmartWatt review the issues discussed and report back with options and recommendations. *Motion by Weller, second by Allen to recommend the finance committee approve with Phase I and to separate the chiller replacement as Phase II.* **MOTION CARRIED WITH ALL AYES.**

Monthly Department Report – Don Verdun was present to review his monthly department report with the Committee, a copy of which is attached to these minutes.

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

Motion by Weller, second by Kirkton to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 6:50 p.m..

Alina M. Hartley
Executive Director

Facility Managers Report August 2019

To: Public Property Committee

From: Don Verdun, Facility Services Manager

In addition to regular maintenance activities, the following was completed.

- Public Safety Complex

The Trane Chiller Condensers were washed out.

Steamtable was repaired.

Lighting control for M- Dorm was repaired.

Barber chair repaired.

Laundry camera repaired.

Safe removed and reinstalled in a different area for Animal Control.

Fire Sprinkler System Annual Inspection completed.

Walk-in cooler went down again has been repaired temporarily

- VCOM

Water leak in VCOM, found it be from electrical penetration through the roof and was repaired.

Door handles repaired in VCOM

Hung a white board for VCOM.

- Law and Justice Center

Fire Sprinkler Annual Inspection completed.

Fire Pump Flow Test completed.

Jury Assembly kitchen door handle assembly repaired.

Door lock repaired for Judges Black/Fellheimers office.

Replaced towel dispenser in women's restroom.

Courtroom #3 gate repaired.

Cabinet for shackles & chains has been mounted to the wall in the holding area off of the courtrooms.

Repaired the locking mechanism on holding cell#1.

- Historic Court House

Sprinkler System Annual Inspection was completed.

Fire Pump was inspected.

The 2 Boilers were inspected.

Numerous lights and plumbing repairs completed.

- Health and Education

Boiler inspection was completed.

Fire alarm and pull stations were inspected and all are

In working order.

Assembled a new scale placed in room A33

Placed old scale in the basement.

Repaired wheel chair ramp in multiple places.

Cleaned exhaust fan and light vent in restroom by the
Basement stairs.

Ray has caught 6 or 7 Racoons and a couple of
Possums.

- IHR

Soap proportioner repaired for Janitorial.

Repaired window blinds in an office.

The usual plumbing repairs and light fixture repairs.

- Highway Department.

Plumbing repairs.

Ray cleaned heaters in the shop area.