

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF DECEMBER 12, 2019

Committee Chair Patrick Killian called the meeting to order at 5:00 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

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

Absent: Weller

Also Present: Chair Kathy Arbogast, County Boards Member Gerald Earing, Bill Wilkey, Bill Mays, and Gina Manker, Executive Director Alina Hartley

Killian called for any additions or deletions to the agenda. *Motion by Ambrose, second by Allen to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the November 4, 2019 meeting. *Motion by Vitzthum, second by Runyon to approve the minutes of the November 4, 2019 meeting as presented.* **MOTION CARRIED WITH ALL AYES.**

Monthly Department Report – The Committee reviewed the monthly department report submitted by Don Verdun, a copy of which is attached to these minutes.

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

Motion by Kirkton, second by Allen to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 5:03 p.m..

Alina M. Hartley
Executive Director

Facility Managers Report

November 2019

- Public Safety Complex

Refrigeration System, outside compressor unit and inside condensing unit were replaced. All new refrigerant lines were run from the outside compressor to the condenser inside.

Staff run Cat 6 cable for the new key system in the Jail.

Replaced meat slicer in the kitchen.

We have a water line leaking in the wall of the jail going up to the boiler room, we will be replacing that line with L class copper (thick wall tubing).

Plugged garbage disposal with dish rags and what not.

Smartwatt has started the lighting project in the Public Safety Complex. And will be starting the Hot water project also.

- Law and Justice Center

Security did a Fire alarm drill.

Kept getting alarm system notice and found that the batteries in Server Room alarm system

needed replacement. Steve replaced the batteries.

Chiller pump needs to have bearings replaced, we will be taking it in for repair.

Historic Courthouse

Changed the time on the clock tower.

Moved old voting machines to make room for the new ones

Replaced flag on the Courthouse steeple.

Changed out colored lens for the Courthouse steeple.

The usual sink, toilet and light repairs.

- **Health and Education Building**

We have a domestic hot water leak at the lower east end of the building. We were able to find it and patch it, it is in a very difficult spot to repair.

- **IHR**

Will be replacing a short hallway strip of carpeting.

- **Highway Department**

The new heating system should almost be completed in the shop area, it has not been inspected at this writing.

Smartwatt is getting ready to start the new heating and cooling system in the office area.

Don Verdun