

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF JANUARY 6, 2020

Committee Chair Patrick Killian called the meeting to order at 6:01 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

Present: Killian, Vitzthum, Allen, Kirkton, Runyon, Vietti, Weller

Absent:

Also Present: County Boards Member Gerald Earing, Bill Wilkey, Bill Mays, Linda Ambrose, Jim Blackard and Gina Manker, Executive Director Alina Hartley, and Facilities Services Director Don Verdun.

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

The Committee reviewed the minutes of the December 12, 2019 meeting. *Motion by Vitzthum, second by Kirkton to approve the minutes of the December 12, 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. Discussion took place regarding the chiller repairs at the Law & Justice Center and what was included in the SmartWatt contract. It was explained that at the Law & Justice Center, the only upgrade was to the building envelope, building automation and controls. Discussion also took place regarding pipe replacements at the Public Safety Complex.

Johnson Controls Service Contract – Don Verdun reported that the Johnson Controls Contract had increased from \$10,000 in 2019 to \$13,000 in 2020. It was noted that Johnson had not been doing monthly visits and had not completed the training that was included within the contract. Verdun stated that there is still another month and a half left to the current contract. Discussion took place regarding whether or not it was worth continuing with the service agreement. The Committee suggested Verdun to reach out for clarification on the contract including the reasoning behind the increase, and the satisfaction of terms of the agreement.

Global Water Technology Service Contract – Verdun reported that this company has taken over for Butler Chemical. Verdun reported that based on the changes in contract terms he expects to see a savings of approximately \$3,000.

H&E Ad-Hoc Report – Vitzthum reported that the group met to review an updated new building depiction, as well as discuss the alternative building proposed by Opperman. Vitzthum stated that part of the trouble is not being able to compare apples to apples. Vitzthum stated that Farnsworth has agreed to assist with cost estimates, so the group can review the pros and cons of both scenarios. Vitzthum reported that the group hopes to make a recommendation at the

February Committee meeting. Discussion took place. Board members were once again encouraged to reach out to the ad-hoc group with any comments or questions that they may have.

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

Motion by Vietti, second by Allen to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 6:50 p.m..

Alina M. Hartley
Executive Director

Facility Services Report

December 2019

To: Public Property Committee

From: Don Verdun, Facility Services Manager

- **Public Safety Complex**

Lint Fighters Cleaned the duct work for the commercial dryers in the Jail area.

Disassembled Lobby B door lock and cleaned and reinstalled.

Replaced a main water supply line running from the basement to the Boilers on the second floor. We replaced it with plastic water line.

Replaced several floor tiles in the hallway because of the water leak to the boiler room.

In the kitchen garbage can wash area spray nozzle was replaced with a yard sprayer. It will last longer than the Commercial sprayer.

Plumbing issues in the kitchen, faucets dripping drains running slow, repairs have been made.

Steam Table was not working, prisoners were knocking the plug out when they mopped the floor.

Multiple plugged drains.

Kiosks repairs, phone repairs.

Water pressure has been fluctuating in the Pod area mostly from the installation of the new water heater.

2 of the 3 water heaters were put on line Dec. 30.

During the start up of the new water heaters, I had the maintenance staff present for a training session with a factory representative.

- **Law and Justice Center**

Domestic hot water pumps not working parts were ordered and repairs have been made.

Other plumbing repairs have been made throughout the building, toilet, urinal and sinks, drains.

Smartwatt has been making changes in the HAVC system through Johnson Controls, in the process has knocked us out of the program. We seem to have resolved this problem.

- **Historic Court House**

Ray and Joe picked up 20 tables from ACE Hardware for Kristy and took them to the basement of HC.

Cleaned bugs out of the committee room light fixtures.

Blower motor was replaced in Boiler number 2.

- **Health and Education Building**

Pump for the boiler chemicals was leaking, it needs new seals. We had a pump assembly on hand and was able to replace it. And will get the other repaired. Proportioner for Housekeeping chemicals was leaking and has been repaired.

In room A-7 Ray separated the switch on the light/fan unit to 2 switches one for the fan and a switch for the light.

Hung Bulletin boards.

- **IHR**

Had new carpeting installed down the hallway by the Admiration office someone had dragged a bag of garbage down the hallway, it leaked something all the way down the hall. We tried everything to clean it nothing worked. This is part of the building that stays.

- **Water Street Building**

Nothing, just regular maintenance.

- **Highway Department**

Smartwatt is still installing the heating system in the Garage area. Also, the office area.

We have a problem with the shop hand sink clogging up from hand cleaners. So, we have Ray dump a 5- gallon bucket of water down the drain every week. That seems to help with the problem.