

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF MARCH 2, 2020

Committee Chair Patrick Killian called the meeting to order at 6:00 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

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

Absent: Vietti

Also Present: County Board Chair Kathy Arbogast, County Boards Member Gerald Earing, Jim Blackard, Marty Fannin, Linda Ambrose, John Slagel, Joel Barickman and Gina Manker, Executive Director Alina Hartley, Facilities Services Director Don Verdun, Niel Finlin and Dave Burnison (Farnsworth), Public Health Administrator Director Jackie Dever, Mental Health Executive Director Chris Myers, and IHR Director Joe Vaughn.

Killian requested that the agenda be amended to move approval of bills to right after the monthly department report. Killian then called for any additional changes to the agenda with none requested. *Motion by Weller, second by Kirkton to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the February 3, 2020 meeting. *Motion by Allen, second by Vitzthum to approve the minutes of the February 3, 2020 meeting as presented.* **MOTION CARRIED WITH ALL AYES.**

Monthly Department Report – The Committee reviewed the monthly department report distributed for the Committee’s review, as Don Verdun was on vacation and unable to attend. A copy of the monthly department report is attached to these minutes.

Verdun reported that there were a few issues with the three new water heaters at the Public Safety Complex, that were outlined with the fire marshalls. Verdun reported that the official report has not yet been received, but SmartWatt was made aware and will be working to make sure the issues are corrected.

Verdun reported that he did proceed with the Johnson Controls contract for this year. Verdun stated that with all the changes being made to the system, he felt it was prudent, and would give the staff time to learn the new system.

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

H&E Building Revised Concept Farnsworth Proposal – Dave Burnison and Neil Finlin of Farnsworth were present to review questions submitted by board members, and their responses

as outlined within their letter dated February 18, 2020. In regards to the proposal and fees proposed by Farnsworth, and the further reductions to be considered, the Committee accepted the \$5,000 reduction to proceed without a design development meeting and the \$2,500 reduction for no preparations of alternates beyond the metal roof option. It was clarified by Neil Finlin that alternates for the parking lot materials and sewer lines material could also be included. *Motion by Vitzthum, second by Weller to proceed with the proposal as discussed and forward to the full board for approval. MOTION CARRIED ON ROLL CALL VOTE.* Ayes: Killian, Vitzthum, Allen, Kirkton, and Weller; Nays: Runyon

Motion by Kirkton, second by Vitzthum to adjourn. MOTION CARRIED WITH ALL AYES. Meeting adjourned at 7:06 p.m..

Alina M. Hartley
Executive Director

Facility Manager Report

February 2020

To: Public Property Committee

From: Don Verdun

Public Safety Complex

New domestic hot water heaters are operating at set temperatures. They will still need to be inspected by the State of Illinois for certification.

Due to the sudden drop in temperatures this month, we had some air handlers shut down. This was because of the set temperatures of the units, have corrected the problems.

Sally Port Sliding door was making loud noises, staff disassembled the door and greased the rollers. That took care of the problem.

Multi - Purpose room TV cable damaged, staff repaired.

Room temperature in the multi – purpose got unusually hot, this was due to the new BAS system. Staff was able to correct the settings that took care of the problem.

Visitation booths lost the audio between the booths, Jeff was able to repair it.

Ice machine in the kitchen was repaired by our staff.

The new BAS, HAVAC management system is working pretty well.

The maintenance staff final training will be March 10. All of the maintenance staff will be present for the training.

Law and Justice Center

Court Room 3 door repaired.

The security gate for the Security Desk, the upper hinge bracket and guide has broken. It has been removed and maintenance will repair and reinstall it.

Repaired toilet in Judge Blacks chambers.

Changes made to the Johnson Control HAVAC management system is working better now.

Historic Court House

Water heater for the custodial closet is leaking. I am looking into replacing it with a tankless water heater.

We had some issues with offices that were not heating up early enough in the mornings. We have made some adjustments that seems to have corrected these problems.

Electrician's are close to finishing up in this building, should be done here soon

Yearly pressure test was done on the boilers.

Health and Education Building

Ray repaired second floor vacuum.

We have the usual plumbing and electrical issues.

Yearly pressure test was done on the boiler.

IHR

Usual Maintenance issues electrical and plumbing.

Highway Department

At this time electricians are trying to finish up the lighting in the shop and office area.

Ray replaced switch on the pump for the diesel fuel tank.

Water Street Building

They have an ant problem, they have been leaving pastries and crumbs around. They were advised to put food items in a Tupperware container or a zip lock bag. Our exterminator came and resprayed the building.