

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF JULY 13, 2020

Committee Chair Patrick Killian called the meeting to order at 6:01 p.m.. Pursuant to Public Act 101-0640 and the Gubernatorial Disaster Proclamation related to COVID 19, participation in this meeting was offered in person, through Zoom and by teleconference.

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

Absent: Vietti

Also Present: County Board Chair Kathy Arbogast, County Boards Member Bill Mays, Linda Ambrose and Gina Manker, Executive Director Alina Hartley, Facilities Services Director Don Verdun, Network & Computer Systems Administrator Jon Sear, and Finance Director Diane Schwahn.

Killian called for any additions or corrections to the agenda with none requested. *Motion by Vitzthum, second by Kirkton to approve the agenda as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Killian, Vitzthum, Allen, Kirkton, Runyon, Weller. Nays: None. Absent: Vietti.

The Committee reviewed the minutes of the June 3, 2020 meeting. *Motion by Runyon, second by Weller to approve the minutes of the June 3, 2020 meeting as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Killian, Vitzthum, Allen, Kirkton, Runyon, Weller. Nays: None. Absent: Vietti.

**Project OZ Sublease Agreement** – The committee reviewed a copy of the proposed sublease agreement with Project OZ. Killian noted that the terms of the agreement appeared to be the same as the prior lease. *Motion by Vitzthum, second by Allen to recommend approval of the Project OZ Lease/Sublease Agreement.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Killian, Vitzthum, Allen, Kirkton, Runyon, Weller. Nays: None. Absent: Vietti.

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

**FY 2021 Budget & Capital Requests** – Don Verdun reviewed his budget and capital requests for FY 2021 with the Committee. Capital items submitted were as follows: Genie Repair - \$5,565, Replacement of Courthouse Chairlift - \$26,117, Vcom Fire Suppression Upgrade \$17,200, PSC Fire Alarm Upgrade - \$59,054, and new Fire Alarm head end equipment - \$23,370. Discussion took place. *Motion by Weller, second by Kirkton to recommend approval of the FY 2021 Budget & Capital Requests as submitted.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Killian, Vitzthum, Allen, Kirkton, Runyon, Weller. Nays: None. Absent: Vietti.

**Approval of Bills** – The Committee reviewed the monthly bills. *Motion by Runyon, second by Weller to approve the bills as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Killian, Vitzthum, Allen, Kirkton, Runyon, Weller. Nays: None. Absent: Vietti.

The floor was opened for public comment.

*Motion by Weller, second by Kirkton to adjourn.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Killian, Vitzthum, Allen, Kirkton, Runyon, Weller. Nays: None. Absent: Vietti. The meeting adjourned at 6:21 p.m..

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Alina M. Hartley  
Executive Director

# **Facilities Managers Report**

May 2020

To: Public Property Committee

From: Don Verdun

## **Public Safety Complex:**

We are pretty well done with Smartwatt at this facility, there was some issues with domestic water heaters but those problems have been resolved.

The Jail did a major cleanup basement of the jail, looks better.

Installed dead bolt lock on the inside of the nurse's restroom

Detainee broke a sprinkler head off, was able to replace head, but discovered other problems during the event. We had to have Pipco install a new Solenoid valve inside of the fire pump control cabinet.

Repaired clothes dryers and washing machines.

Repaired Kiosks, phones, barber chairs, door locks.

Numerous plumbing issues all kinds of plugged drains, water leaks repaired.

## **Law and Justice Center:**

Johnson Controls were here to 5/7 and 5/8 and made some adjustments to the chiller operation. These adjustments were something we had to have warmer weather, to set up.

Fire Alarm tripped on a weekend and I was able to reset it. I called the alarm company and they told me there is sensor outside that gets water in it during heavy rains.

We have had a roof leak and have not been able to find it. These past few rains we think we have found it.

Ray is making hand disinfectant stands to mount dispensers on, I was not able to find any that was reasonably priced or the companies wanted a lot for shipping.

### **Historic Courthouse:**

Historic Courthouse stayed dry during the heavy rains.

The Skylights were the last project that Smartwatt was doing, and they are done with them.

Usual maintenance.

### **Health and Education Building:**

The basement of the H&E building flooded, we had about 8 inches of water.

We had replaced a sump pump with a new one but still could not keep up with the water. The building was checked Sunday and was ok, Monday morning it was full of water.

We have some carpeting on the east end of the basement we will just tear out. Basement is still very damp.

### **IHR:**

IHR had water in the crawl space, the pump was able to keep up there.

### **Highway:**

Usual Maintenance.

### **Water Street building:**

No water there.

Usual maintenance.

**Other:**

Ray sprayed all buildings for weeds.