

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF FEBRUARY 1, 2021

Committee Chair John Vitzthum 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: Vitzthum, Earing, Carley, Mennenga, Runyon, Vietti, Weller

Absent:

Also Present: County Board Chairman Kathy Arbogast, County Boards Members Linda Ambrose, Seth Welch, Bill Mays, and Jim Blackard, Executive Director Alina Hartley, Finance Director Diane Schwahn, Network & Computer Systems Administrator Jon Sear, Joe Vaughn (IHR), and Dale Sass (IHR).

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

The Committee reviewed the minutes of the January 4, 2021 meeting. *Motion by Earing, second by Runyon to approve the minutes of the January 4, 2021 meeting as presented. MOTION CARRIED ON ROLL CALL VOTE.* Ayes: Vitzthum, Earing, Carley, Mennenga, Runyon, Vietti, Weller
Nays: None. Absent: None.

IHR Addition Update – Joe Vaughn and Dale Sass were present to review initial plans for the construction of their addition. The 6,600’ addition is planned to the southeast of the current building and once constructed, will move the entrance to the east side of the building. Questions that were raised were how long IHR can stay in the current building, when they can begin construction, and if the county would be willing to participate in the cost of the additional parking lot. Hartley noted that in order to answer those questions she would need a copy of the plans and would work to coordinate meetings in an attempt to accommodate IHR. Hartley stated that there will be some aspects the committee will need to consider. Vitzthum noted that the Committee had not discussed those items and further discussion would be needed. Vaughn will forward the plans to Hartley as soon as available. Vaughn thanked the committee for the installation of the sidewalk, noting that it has helped tremendously.

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. Verdun noted that the department is looking at the replacement of a heat exchanger at the Law & Justice Center, estimated at approximately \$36,000. Verdun stated that he looked into a full replacement due to the high cost, but the replacement was estimated at \$80,000 not including any additional plumbing that would be needed. Consensus of the Committee was to move forward with the heat exchanger.

H&E Project Status Update – Vitzthum reported that the project seems to be going well and is progressing nicely. Hartley reported that the updated schedule had been distributed for the Committee’s review. Hartley noted that over the next two weeks they will be installing the roof trusses and sheeting. Hartley noted that there were three change orders approved since the last meeting which included the water main relocate (\$4,034.80), precast steel angles (\$500.00), and the winter conditions for the sidewalk as previously discussed (\$1,720.48).

Approval of Bills – The Committee reviewed the monthly bills including the monthly construction bills. *Motion by Earing, second by Vietti to approve both sets of bills as presented.*
MOTION CARRIED ON ROLL CALL VOTE. Ayes: Vitzthum, Earing, Carley, Mennenga, Runyon, Vietti, Weller Nays: None. Absent: None.

The floor was opened for public comment.

Motion by Vietti, second by Weller to adjourn. **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Vitzthum, Earing, Carley, Mennenga, Runyon, Vietti, Weller Nays: None. Absent: None.

The meeting adjourned at 6:51 p.m..

Alina M. Hartley
Executive Director

Facilities Managers Report

January 2021

To: Public Property Committee

From: Don Verdun

Public Safety Complex:

I have called Thompson Electric to get the upgrade started on the Fire Alarm System at the Public Safety Complex.

SM2 padded cell has been repaired by our staff, inmates tore the padding away from the flooring. I was able to buy a repair kit and paint to make the repairs.

The outside grease trap has been cleaned out and I was told that the screens are wore out and need to be replaced. I am waiting for a price for replacement.

Staff replaced vacuum breakers on wash machines 2 and 3.

One of the new outside parking lot lights is out and will be replaced by the warranty.

One of the new hot water heaters has been showing faults. It is still operating like it should. I called the company and they are sending us an upgrade that is nothing more than jumping some wires.

Several Jail door locks have been cleaned and repaired.

Law and Justice Center:

Courtroom #3 lights would not come on. Steve was able to get a hold of the company that installed the system and they were able to walk him through trouble shooting it and found that the processor was out. He was able to put it on bypass; the processor was sent in to be rebuilt. There is an up grade to the system that can be done. We could then have a spare processor on hand.

Fire extinguishers have been inspected and recertified.

Fire alarm system has been tested and recertified.

Repaired the ice maker in the break room by deliberation rooms.

Variable speed drive for the motor that drive the chiller pumps will be installed, it was repaired with warranty.

Rebuilt faucets in breakrooms, kitchen sinks.

Historic Court House:

The flag on top of the Historic Courthouse, the rope broke and the device at the top of the pole that we need to lower is froze. Until we can get it to come down we can't get a new rope in it.

One of the boilers had to have a communication board replaced. Fire alarm system has been tested and recertified.

Health and Education Building:

Wheel Chair lift was inspected and recertified.

Seico Fire alarm company replaced the batteries in the Fire Alarm system.

Fire extinguishers were inspected and recertified.

IHR:

Outside sewer line backed up inside the building. We had to have it jetted out. The obstruction was about 100 feet out from the building.

A few lights repaired.

Usual plumbing issues.

Highway Department:

A few light fixtures have gone out and replaced.

A few plumbing problems usual issues.

Water Street building:

Heat was out at the Veterans office found it to be the thermostat, Ray replaced it and that took care of the problem.