

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF MARCH 1, 2021

Committee Chair John Vitzthum called the meeting to order at 6:04 p.m. in the County Board Room of the Historic Courthouse.

Present: Vitzthum, Earing, Mennenga, Runyon, Vietti

Absent: Carley, Weller

Also Present: County Board Chairman Kathy Arbogast, County Boards Members Linda Ambrose, Seth Welch, and Jim Blackard, Facilities Services Director Don Verdun and Executive Director Alina Hartley

Vitzthum called for any additions or corrections to the agenda with none requested. *Motion by Earing, second by Runyon to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the February 1, 2021 meeting. *Motion by Vietti, second by Earing to approve the minutes of the February 1, 2021 meeting as presented. MOTION CARRIED WITH ALL AYES*

Proposal & Work Agreement Diegan & Associates – The Committee reviewed a proposal and work agreement with Diegan & Associates. Hartley stated that as part of the proposal Diegan & Associates would complete the asbestos testing, prepare the bid documents for both the asbestos abatement and demolition and oversee both projects as owner’s representative. Hartley stated that Diegan had served in this same capacity for the demolition of the nursing home. *Motion by Runyon, second by Mennenga to recommend approval of the Diegan & Associates Proposal and Work Agreement. MOTION CARRIED WITH ALL AYES.*

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.

H&E Project Status Update – Vitzthum reported that he and Chairman Arbogast had an opportunity to tour the site and the project is progressing exceptionally well.

Earing suggested the county look into working with the local Ag classes to complete landscaping design at the H&E building. Hartley will look into this to see if it is feasible.

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

The floor was opened for public comment.

Motion by Vietti, second by Mennenga to adjourn. MOTION CARRIED WITH ALL AYES.
The meeting adjourned at 6:20 p.m..

Alina M. Hartley
Executive Director

Facilities Managers Report

February 2021

To: Public Property Committee

From: Don Verdun

Public Safety Complex:

We had a power surge the first of the month and it burned out the control board on boiler#1 and the wiring harness on boiler #2. Staff had a Tech come in and he was able to bypass some wirers and get one of the boilers working.

We were able to get parts and both boilers are working properly. One of the guards backed a van through the lower section of the over head door to the wash bay, we have a lower section ordered.

Drain and grease trap on the inside of the wash bay was plugged, staff was able to clean it out enough to get it working. We will have to have the outside trap cleaned out.

The screen on the inside of the grease trap for the kitchen has deteriorated we are trying to buy a new one or will have to have one made.

Staff are in the process of replacing cameras at the jail.

The east out side gate would not function, found it was freezing down and blocked with snow. Staff cleaned snow and ice away and readjusted the clutches and got the gate working properly again.

All the locks in the jail area operate off air and electricity, the air separator went bad and we lost all air pressure to the locks. We were able locate a new separator and get it installed right away.

Two main air lines popped off, staff was able to reroute those lines and make them work till we were able to get the parts to repair them.

Moved Pepsi machine for the kitchen personal and installed a more secure lock.

Maintenance staff at the jail came in during all hours of the day and night and weekends to clear the snow and ice from the parking lot and walks.

Law & Justice Center:

Replaced door opener on the South Sally Port overhead door. This door is used several times a day.

Front door not locking properly, tightened screws and cleaned salt out of the door cell plate.

Doors going to the Judges bench were realigned and hinge screws tightened.

Boiler repairs to begin this week.

Historic Courthouse:

Boiler #2 we had to replace the Sola Control board, this is what makes it talk to the Johnson Control system.

The new outside Handicap lift has been ordered.

Flag has been replaced on top of the Historic Courthouse.

Health and Education Building:

There was a lot of snow and ice to deal with there.

All other was regular maintenance, plumbing some electrical.

IHR:

Regular maintenance.

Water Street building:

We had to have a blower motor replaced in one of the big furnaces

Highway:

The new heating system is still not operating properly. The unit froze up during the cold week we had, and put out very little heat. A factory Representative from Carrier is supposed to be here the 26th to do some test on the unit.

Other:

Our maintenance staff came on weekends and during the days off to get ahead of the snow on all of the buildings. I just wanted to say that they did a good job.