

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF JUNE 7, 2021

Committee Chair John Vitzthum called the meeting to order at 6:01 p.m. in the County Board Room of the Historic Courthouse.

Present: Vitzthum, Earing, Carley, Runyon, Vietti, Weller

Absent: Mennenga

Also Present: County Board Members Bill Mays, Mike Kirkton, Linda Ambrose, Seth Welch, and John Slagel, Facilities Services Director Don Verdun, States Attorney Randy Yedinak 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 May 3, 2021 meeting. *Motion by Runyon, second by Earing to approve the minutes of the May 3, 2021 meeting as presented. 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.

Status of IHR Building – Vitzthum reported that Arbogast had appointed an ad-hoc group to review and make recommendation on the IHR building and potential lease of the building. Vitzthum stated that the group reviewed the summary of expenses provided by Joe Vaughn of IHR and determined that most of the items included would have been depreciated out. Vitzthum stated that the group also discussed what (if any) reimbursement should be offered to IHR. Vitzthum stated that the group felt that as leases came up for renewal they should be updated to make clear that all improvements made by the lease are made at their own cost and without the expectation of reimbursement. Yedinak was questioned whether there was any requirement for reimbursement in the leases as they stated, with the response being that there is nothing within the contracts that requires the county to provide reimbursement, however, newer leases include language that makes clear that there will be no reimbursement.

Potential Lease of IHR Building – Vitzthum reported that when it was determined that IHR would be relocating there were inquiries made by both Childrens Advocacy Center and Futures Unlimited for use of the space. Yedinak stated that he was able to speak with both of them and based on those conversations and a tour of the building, it does appear that the building could be shared by both entities with the addition of a wall for separation. Vitzthum stated that based on initial discussions and assuming there is no large investment for the building itself, the idea would be to allow the entities to lease the building at a rate that covers the counties cost. Discussion took place regarding the costs of infrastructure improvements with the consensus of

the group being to include those expenses as well so there are funds available when the need arises.

H&E Project Status Update – Vitzthum reported that the project is progressing with the roof being nearly complete. Hartley noted that there was an issue during the excavation of the parking lot and three lines were hit owned by Frontier and Mediacom. Hartley stated the both Public Health and Mental Health ended up without phones for a day. Hartley noted that the lines will need to be temporarily relocated to service the current building.

Approval of Bills – The Committee reviewed the monthly bills including the monthly construction bills. *Motion by Earing, second by Carley 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 Carley to adjourn. **MOTION CARRIED WITH ALL AYES.**
The meeting adjourned at 6:51 p.m..

Alina M. Hartley
Executive Director

Facility Managers Report

May 2021

To: Public Property Committee

From: Don Verdun

- Public Safety Complex

New Grease trap for the kitchen has been installed and the and discharge pipe replaced.

We had a 1 ½ water supply line started leaking inside of a concrete wall from the basement to the first floor. Popjoy had to bore an 8-inch hole horizontal from the basement then a 8 inch vertically from the first floor down. They ran new pipe and while they were doing that they found the return pipe next it was about ready to start leaking also, so we had them replace it.

We are still having problems with new HAVAC automation system. Centrica (Smartwatt) had two engineers here for three days working on the system. They went through the complete system and made some major changes. They will continue to monitor the system. There are some repairs that have to made, our staff can to the repairs.

Coils has been replaced in ERS units #1 and #3

- Law and Justice Center

No major repairs there, regular maintenance.

- **Historic Courthouse**

No major repairs, regular maintenance

- **Health and Education Building**

We had to fire up the boiler the first part of the month and found a pump motor burned out I guess one last gasp before were done.

- **IHR**

No major maintenance, few air conditioners serviced.

- **Water Street Building**

No major problem's just regular maintenance.

- **Highway Department**

Just regular maintenance.