

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF AUGUST 2, 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, Mennenga, Runyon, Vietti, Weller

Absent: Carley

Also Present: County Board Chair Kathy Arbogast, County Board Members Linda Ambrose Marty Fannin, John Slagel, Bill Mays, and Seth Welch, 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 Weller, second by Vietti to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the June 7, 2021 meeting. Vietti noted that Runyon was listed as both present and absent. Runyon should be listed as present and Weller should be listed as absent. *Motion by Vietti, second by Earing to approve the minutes of the July 7, 2021 meeting as amended. MOTION CARRIED WITH ALL AYES*

FY 2022 Capital Requests – Don Verdun reviewed his capital requests with the Committee. Capital requests include \$42,382 for the replacement of duct smoke detectors, \$10,316.07 for the re-implementation of dude solutions software system, and replacement of the historic courthouse roof which is still pending an estimate. Discussion took place. *Motion by Earing, second by Weller to recommend approval of the replacement of the duct smoke detectors at the PSC. MOTION CARRIED WITH ALL AYES. Motion by Earing second by Vietti to recommend approval of the Dude Solutions software. MORION CARRIED WITH ALL AYES.* The Committee will review the roof replacement estimate at their next meeting.

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 the project is moving along. Vitzthum reported that the curbs have been poured, the fence is scheduled to come down and the trailer is scheduled to be removed this week. Vitzthum reported that the contractor should be completing the final grade shortly. Vitzthum noted that there was an issue with the siding being short ordered.

Pontiac Fire Department Request for Training – Hartley reported that the Pontiac Fire Department has requested authorization to conduct training at the old H&E building prior to its demolition. Hartley noted that the Sheriff's Department has made a similar request. Hartley stated that if approved, she would coordinate the most appropriate time for the training likely

after asbestos abatement but before demolition. Hartley stated that if the Committee is in agreement an IGA would be forwarded to the full board for approval. *Motion by Mennenga, second by Runyon to approve both requests for training as discussed.* **MOTION CARRIED WITH ALL AYES.**

IHR Building – Lease & Proposal for Modifications – Vitzthum reported that Futures has decided not to move forward with the former IHR building, but the Childrens Advocacy is still interested. Vitzthum stated that there is some work that needs to be done including the addition of a door to separate the building, removing a wall or two and the replacement of the exterior deck which is in poor shape, with an estimated cost of \$46,530. Vitzthum reported that the ad-hoc committee met to discuss the potential lease of the building to the CAC. Vitzthum stated that they are recommending the County enter into a lease with the CAC for \$450 per month for a term of three years. Discussion took place. *Motion by Mennenga, second by Runyon to approve the lease with the CAC and the modifications requested.* **MOTION CARRIED WITH ALL AYES.**

Approval of Bills – The Committee reviewed the monthly bills including the monthly construction bills. *Motion by Weller, second by Vietti 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 Earing to adjourn. **MOTION CARRIED WITH ALL AYES.**
The meeting adjourned at 7:17 p.m..

Alina M. Hartley
Executive Director

Facility Services Manager`s Report

July 2020

To: Public Property Committee

From: Don Verdun

Public Safety Complex:

Cell B4 no cold water, air switch replaced on cold water valve.

Booking sanitizer dispenser fastened to the wall.

Gem`s shampooed the carpet in the training room in the basement.

Staff called in on a Sunday to repair a toilet.

Replaced the wheels on a large garbage cart for the kitchen.

Reset several kiosks.

Staff replaced domestic circulating hot water pump for the administration side of the building.

Law and Justice Center:

Northeast rear entrance door would not lock, found that the insulation around the door opening was not letting the door go fully closed. Adjusted the insulation strip, it is working ok.

Elevator buttons broken in elevators #3 & #4 they have been replaced. People are poking the buttons with the keys in their hand or other objects, so they don`t have to touch the buttons.

During the Smartwatt change over, Steve had to move all of the sidewalk salt out of the receiving bay to make room for the new lighting fixture. He moved it all back from the Sally port back to the receiving bay.

Front door automatic opener was not operating correctly Steve was able to correct the settings.

The usual plumbing issues.

Historic Courthouse:

Adjusted temperature in the Election room, air was running to cold.

New inspection certificate installed in the Courthouse elevator.

Changed the table setup in the Committee Room and Board Room.

Health & Education Building:

Brake Room microwave oven kept tripping GFCI receptacle, move microwave to another location.

Removed air conditioning unit from the window in room A1 and replaced the window.

During one of the storms we had the wind broke off a parking light pole on the west side of the parking lot. Durham Electric is going to replace the pole when they can get more poles.

The usual plumbing issues.

IHR:

Condensate leak in the hallway IHR. Our possible leak from the heavy rains.

Back door not closing and locking, Ray repaired.

It was reported that there was no hot water in one of the restrooms, Ray was able to make the repair.

Mosaic Building:

Nothing to report on that building.

Highway Department:

Nothing to report on that building.