

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF NOVEMBER 1, 2021

Committee Chair John Vitzthum called the meeting to order at 6:00 p.m. in the County Board Room of the Historic Courthouse.

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

Absent: Weller

Also Present: County Board Chair Kathy Arbogast, County Board Members Linda Ambrose John Slagel, Seth Welch and Jim Blackard, Facilities Services Director Don Verdun, Executive Director Alina Hartley and Finance Director Diane Schwahn

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 October 4, 2021 meeting. *Motion by Vietti, second by Runyon to approve the minutes of the October 4, 2021 meeting as submitted. MOTION WITH ALL AYES.*

Centrica (SmartWatt) Year 1 Measurement & Verification Report – The Committee reviewed the year 1 M&V report submitted by Centrica, formerly SmartWatt. Hartley noted that the calculations had been adjusted based on the temperatures that we have the buildings set to. Hartley stated that as part of the savings plan, the unoccupied settings were scheduled to be at 80 in the summer and 62 in the winter. Hartley noted that unfortunately the buildings had difficulty getting back up to temperature and there were some humidity issues in the building at those temperatures. Hartley stated that the report had been modified to account for the adjustment in temperatures. Hartley stated that the county will need to acknowledge receipt of the report and determine whether or not to proceed with the Year 2 M&V Report. Discussion took place. *Motion by Runyon, second by Carley to accept the report and not do the M&V Report going forward. MOTION CARRIED WITH ALL AYES.*

Status Report – H&E Building – Vitzthum reported that the transformer has been installed, but has not yet been hooked up. Vitzthum reported that the wire has been pulled and is ready. Vitzthum noted that the furniture was being installed. Vitzthum reported that there was a water leak that was discovered behind one of the walls. Hartley noted that based on the damages, Diegan was called in to do environmental testing to ensure the area was clear prior to reinstalling the drywall. Hartley reported that the test results were received and the contractor was clear to proceed with the repairs.

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.

Approval of Bills – The Committee reviewed the monthly bills including the monthly construction bills. Runyon questioned the American water bills as they were much higher at the Law & Justice center than at the other locations. Verdun noted that the tanks had to be drained a couple of times causing the increase. *Motion by Vietti, second by Earing to approve the 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 6:41 p.m..

Alina M. Hartley
Executive Director

