

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF JANUARY 3, 2022

Committee Chair John Vitzthum called the meeting to order at 6:0 p.m. in the County Board Room of the Historic Courthouse. 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  
Present via Zoom:

Absent:

Also Present: County Board Chair Kathy Arbogast, County Board Members Linda Ambrose 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 Carley, second by Weller to approve the agenda as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

The Committee reviewed the minutes of the December 6, 2021 meeting. *Motion by Earing, second by Runyon to approve the minutes of the December 6, 2021 meeting as submitted.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

**Status Update Health & Education Building** – Vitzthum reported that the new building is still under construction, but there is nothing major left. Hartley reported that hopefully by the end of the month the building will be turned over. A brief discussion took place regarding an open house, with Vitzthum commenting that having it during the winter months may not be the best.

**Monthly Department Report** – Don Verdun was present to review his monthly department report with the committee. Verdun noted that there were some additional brick issues at the Law & Justice Center. Verdun stated that he was able to get in contact with Jimmy Z and they will be coming to look at it, along with Abraham.

**Request for Lease – Livingston County Commission on Children & Youth** – Chris Myers was present to request a lease option for the Livingston County Commission on Children & Youth. Myers reported that the current lease on Madison St. was being terminated at the end of March. Myers stated that the former IHR building was a perfect location and noted that the organization would only need a portion of the remaining building. Myers stated that no remodeling was being requested. Discussion took place. It was noted that it may not be possible to rent out the remaining portion based on the number of doors and bathrooms in the current layout. *Motion by Weller, second by Carley to request Myers work with the ad-hoc group on possible solutions.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

**Approval of Bills** – The Committee reviewed the monthly bills including the monthly construction bills. *Motion by Vietti, second by Carley to approve both sets of bills as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

The floor was opened for public comment.

*Motion by Weller, second by Mennenga to adjourn.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay. The meeting adjourned at 6:40 p.m..

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Alina M. Hartley  
Executive Director

# **Facilities Managers Report**

November 2021

To: Public Property Committee

From: Don Verdun

## **Public Safety Complex:**

Semco company did an evaluation and report on three Units at the Jail. After looking over their reports, I felt like there should be a lot more information. So, after talking to one of their managers, he is going to come back himself and reevaluate the units. He will do that Monday the 6<sup>th</sup>. Still waiting on parts for the west security gates. The other was the usual maintenance.

## **Law and Justice Center:**

The window shades in Courtroom one are electric operated and were not functioning properly. Steve called the company that installed them and they came in and made the repairs. Everything else was just regular maintenance.

## **Historic Courthouse:**

We had to replace a small domestic hot water heater in one of the janitor closets. All other was the usual maintenance.

## **Health and Education Building:**

Just waiting to move into the new building.

The Boiler in that building needed to be inspected, the inspector was here inspecting the Historic Courthouse boilers. He brought to my attention so I went a head and him inspect that boiler also.

Their inspection is at no cost through our insurance company, but the state certification is \$70.00.

**IHR:**

Deck has been completed.

**Highway Department:**

Met with a representative from Carrier Company, they replaced some printed circuit boards and seem to have the unit running better. And are making plans to relocate supply air vent.

**Water Street Building**

Regular maintenance.

**Other:**