

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF AUGUST 1, 2022

Committee Vice-Chair Gerald Earing called the meeting to order at 6:09 p.m. in the County Board Room of the Historic Courthouse.

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

Absent: Vitzthum

Also Present: County Board Members Linda Ambrose and Joel Barickman, Maintenance Mechanic Steve Shoop, Executive Director Alina Hartley and Finance Director Diane Schwahn. Sue Ledford (farm ground tenant)

Earing called for any additions or corrections to the revised agenda. *Motion by Carley, second by Vietti to approve the revised agenda as submitted. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the July 6, 2022 meeting. *Motion by Mennenga, second by Weller to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

**RFP County Farm Ground** – Hartley reported that she had been approached by Sue Ledford the current tenant who would like to request another lease extension. Hartley stated that the County has generally only offered one extension so it would be up to the Committee if they wanted to offer a second extension. Sue Ledford and her son addressed the Committee. Ledford stated that they are currently on their fourth crop year and are requesting a possible long-term lease or flex lease based on the price of grain. Ledford stated that when they started farming the ground there was a lot of broken tile and the fence row had not been cared for. Discussion took place regarding using a sample utilized by University of Illinois and the published price, but concern was raised about the county's ability to do so without bidding. Hartley indicated that she would need to check with the States' Attorney. Discussion took place. *Motion by Vietti, second by Carley to offer a one year renewal at the current rate under current contract terms. MOTION CARRIED WITH ALL AYES.* Hartley will review options with the States Attorney for the next lease term.

**Safe Journeys Lease Agreement**– The Committee reviewed a draft lease agreement with Safe Journeys for the lease of the remaining vacant space at the Torrance St. building. Hartley noted the lease about was the same offered to CAC and Livingston County Commission on Children and Youth. *Motion by Weller, second by Vietti to recommend approval of the Lease Agreement with Safe Journeys. MOTION CARRIED WITH ALL AYES.*

**ERS Recovery Wheel Replacement** – The Committee reviewed a request for the recovery wheel replacement for the ERS system at the Public Safety Complex. Steve Shoop reported that there are three ERS units, but ERS #1 is currently down and needs to be replaced as soon as possible. The quotation presented by Semco included ERS #1 at \$62,187, ERS #2 at 62,187 at

\$62,187 and ERS #3 at 57,677. Shoop noted that the other units were outside of their expected life so should be planned for replacement. *Motion by Weller, second by Carley to move forward with the ERS #1 replacement and recommend Finance approve the same.* **MOTION CARRIED WITH ALL AYES.**

**FY 2023 Budget & Capital Requests** – Hartley presented the FY 2023 budget and capital requests for the Committee’s review. Hartley reported that there were minor adjustments within and between funds, but over all the increase amounted to \$9,110 which was based on anticipated year to date expenses as well as prior year trends. Hartley reviewed the recommended capital requests including replacement of the south steps at the Historic Courthouse for \$17,600, Tree Removal & Replacement submitted at \$2,500 (increased to \$7,500), ERS recovery unit at \$110,000, and the replacement of the Historic Courthouse Roof. Hartley stated that she put in \$3.4 million for the roof replacement, but really had no idea how much to expect. Discussion took place. *Motion by Runyon, second by Carley to forward the FY 2023 Budget & Capital requests for the maintenance department to the Finance Committee recommending approval.* **MOTION CARRIED WITH ALL AYES.**

**Monthly Department Report** – Shoop reported that there was a motor in the air unit at the jail that had caught on fire at 1 a.m.. Shoop stated that the motor was replaced the next day. Shoop stated that VF thermal systems will be here next week to perform service on the chillers. Shoop noted that the last time this was done was approximately four years ago.

**Public Comment** – The floor was open for public comment.

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

The floor was opened for public comment.

*Motion by Mennenga, second by Vietti to adjourn.* **MOTION CARRIED WITH ALL AYES.**  
The meeting adjourned at 7:13 p.m..

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Alina M. Hartley  
Executive Director