

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF NOVEMBER 9, 2022

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

Present: John Vitzthum, Gerald Earing, James Carley, Scott Mennenga, Mark Runyon, and Jack Vietti

Absent: Bob Weller

Also Present: Executive Director Alina Hartley, Finance Director Diane Schwahn, and Maintenance Manager Steve Shoop.

Vitzthum called for any additions or changes to the agenda with none requested. *Motion by Carley, second by Vietti to approve the agenda as amended. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the October 3, 2022 meeting. *Motion by Runyon, second by Mennenga to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

Change Order Request Vissering – The Committee reviewed a request for change order submitted by Vissering for the ADA project at the Law & Justice Center. Hartley stated that the request is for the relocation of the conduit that connects the generator to the historic courthouse. Hartley stated that the line will need to be relocated to accommodate the ramp that is going in the rear of the building. Hartley stated that based on the timeline she would like to request authorization to move forward with the change and seek ratification from the full board. Discussion took place. *Motion by Vitzthum, second by Earing to approve moving forward with the change order as submitted as soon as possible. MOTION CARRIED WITH ALL AYES.*

Phase II Parking Bid & Change Order – The Committee reviewed the bid results for the Phase II parking and a change order based on the structural fill that will be needed following the demolition. Hartley recommended approval of the original contract of \$309,950, plus \$52,847 for structural fill. Hartley noted that an additional change order will be needed, likely in December, to account for modification of the parking lot since the drive thru facility will not be built at this time. Discussion took place. *Motion by Runyon, second by Carley to recommend approval as recommended. MOTION CARRIED WITH ALL AYES.*

Monthly Department Report – Steve Shoop provided the monthly department report to the Committee, a copy of which is attached to these minutes.

Executive Session – *Motion by Carley, second by Earing to go into Executive Session pursuant to 5ILCS 120/2 (c)(21) – Semi-Annual Review of Executive Session Minutes. MOTION CARRIED ON ROLL CALL VOTE. All voted Aye; none Nay.*

Executive Session began at 6:33 p.m..

Regular Session resumed at 6:40 p.m..

Action Resulting from Executive Session – *Motion by Runyon, second by Carley to open the executive session minutes of May 2, 2022 and July 6, 2022, leave all remaining executive session minutes closed and further authorize the destruction of all verbatim records dated eighteen months and older previously approved for content.* **MOTION CARRIED WITH ALL AYES.**

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

Public Comment – The floor was open for public comment.

Motion by Vietti, second by Mennenga to adjourn. **MOTION CARRIED WITH ALL AYES.**
The meeting adjourned at 6:41 p.m.

Alina M. Hartley
Executive Director

Facilities Managers Report

October 2022

To: Public Property Committee

From: Steve Shoop

Public Safety Complex:

Water Heaters that are fairly new are still having intermittent issues, had to set up an account to order parts direct from manufacturer. Issues are able to be addressed by staff.

Having an issue with parts for penal toilets are no longer available for replacement. We are able to use alternate parts for now but bigger issues will arise as other parts become obsolete.

Pipco conducted quarterly FM200 system test and all areas passed.

Have an older water heater leaking and looking to get quotes for replacement

Law & Justice Center:

Front ramp has been replaced, just waiting on new handrails which will be available soon.

Chiller system is soon to be shutdown for fall and winter. System will be drained and cleaned but a pump will be out of service for repair due to leaking seals.

Historic Courthouse:

Automatic Sprinklers completed the repair on a leaking butterfly valve on sprinkler system. Parts are on order for the main pump to have packing replaced very soon.

Pipco completed the quarterly FM200 system test on County Clerks vault. All of it passed testing.

Health and Education Building:

Information found out concerning the drain line and old line in demolished building. The plumber from Dries Brothers was incorrect in stating old line was not capped properly. Per City Sewer Department the line was capped prior to foundation demolition. The only issue now is the possible belly between two manholes that will need to be addressed soon. Popejoy can send a camera in and map the area but machine was not available when they were there last. We will continue to monitor the line and can use the City to clean out the manhole if needed just need to schedule them to do it.

OLD IHR

Issue recently with water heaters. We had them turned down due to building being empty. Minor repair for a toilet issue and replacing light bulbs in the hallway.

Minor repairs to toilets and light bulb replacements.

Water Street Building:

Gutters along east side of building had to be cleaned out. Rain was pushing water out and causing an issue for people getting into the Veteran's Office. Seems to be a problem every fall and requires weekly monitoring.

Highway:

Due to recent IDOT inspection there were a few items given to us for repair. An EXIT sign was no longer lit and needed to be replaced. Turns out exit sign was fine but had a bad exterior light that was an issue. New light will be needed and replaced when it arrives.

Other:

Snowplow has been installed on County truck at the jail and all snowblowers are ready for the winter months.