

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF SEPTEMBER 5, 2023

Committee Chair John Vitzthum called the meeting to order at 5:00 p.m. in the Committee Room of the Historic Courthouse.

Present: John Vitzthum, Gerald Earing, Gina Manker, Dan Myers, Mark Runyon, Jack Vietti and Bob Weller

Absent: None

Also Present: Executive Director Alina Hartley, Finance Director Diane Schwahn, Facility Services Director Shawn Johnson and County Board Members James Carley, William Mays, Rebekah Fehr, Linda Ambrose and Steven Lovell

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

The Committee reviewed the minutes of the August 8, 2023 meeting. *Motion by Manker, second by Myers to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

Monthly Department Report – The monthly department report was distributed to the Committee, a copy of which is attached to these minutes. Johnson reported that several sink modules are leaking into the plumbing corridor at the Public Safety Complex, noting that the valves cost \$598 each to replace. Johnson reported that the old IHR building on Torrance Avenue needs extensive repairs and they are having cooling issues at the Law & Justice Center.

Other Business – Hartley reported that the RFP for the farm ground had been released. Hartley noted that bids will be accepted until September 28, 2023 and a new lease will be presented for approval in October.

Hartley also noted that the RFP for the Hot Water Heater Project had been released and a pre-bid meeting is scheduled for September 19th at 10 a.m..

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

Public Comment – The floor was open for public comment.

Motion by Earing, second by Vietti to adjourn. MOTION CARRIED WITH ALL AYES.

The meeting adjourned at 5:14 p.m.

Jordan E. Uselding
Executive Assistant

Facility Manager Report August 2023

To: Public Property Committee
From: Shawn Johnson

Public Safety Complex

Booster pumps for potable water was repaired by Metropolitan Pumps. \$1k
A new booster expansion tank is on order. \$3k
Parking lot is going to be restriped next month (September).
Several (7 total) sink modules that have cracks and are leaking into the plumbing corridor. 3 of them are on order right now at a cost of \$598 each.
Normal Building maintenance

Law and Justice Center

Comfort Cooling to buildings was disrupted by outside temperatures. Had to use consume excessive water for the chillers to remain functional.
Holding cell 5 now working properly (Operating latch motor replaced)
Normal Building maintenance

Historic Court House

Had to replace igniters in both boilers (work completed by Entec)
Normal building maintenance.

Health and Education Building

Control board on washing machine needs to be replaced. Part is on order and will be completed by in-house maintenance. \$100

IHR

A/C unit needed a fan replaced
Exhaust fan needs to be cleaned or replaced if bad. Will look into after this week.

Highway Department

Normal Building maintenance

Water Street Building

Removed wasp nest from around the building.
Parking lot will be restriped next month (September).