

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF OCTOBER 3, 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, Dan Myers, Mark Runyon, Jack Vietti and Bob Weller

Absent: Gina Manker

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Finance Director Diane Schwahn, Human Resource Director Ginger Harris, Facility Services Manager Shawn Johnson, County Board Members James Carley, Seth Welch, Marty Fannin, William Mays, Linda Ambrose and Steven Lovell

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

The Committee reviewed the minutes of the September 5, 2023 meeting. *Motion by Weller, second by Earing to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

Farm Ground Bid Results – Approval of Lease Agreement – Hartley reported that the county received 6 bids for the farm ground, noting that the lease would be offered to the qualified bidder offering the highest minimum rent per acre. Hartley stated that the highest bid sent in was for \$407 per acre. *Motion by Runyon, second by Earing to recommend approval of the flexible lease agreement for the farm ground. MOTION CARRIED ON ROLL CALL VOTE. Ayes:* John Vitzthum, Gerald Earing, Dan Myers, Mark Runyon, Jack Vietti and Bob Weller **Nays:** None **Absent:** Gina Manker

ADA Project – Change Order Request: Relocation of Electrical Panels – Hartley reported that in order to get the judges bench up to code, the electrical equipment from Room #251 needs to be moved down to room #127. Hartley presented a proposal from Vissering Construction Company with a quote of \$231,906.79 for the relocation of the electrical equipment which was presented as an estimate on a time and materials basis. Hartley stated that in addition, Farnsworth is requesting an additional \$15,000 for the engineering and design work. *Motion by Earing, second by Runyon to recommend approval of the change order request to relocate the electrical panels at the Law & Justice Center and move to send it to the Finance Committee. MOTION CARRIED WITH ALL AYES.*

Hot Water Heater Project – Hartley reported that the hot water heater project had been released for bid, but the due date was extended due to some additional work being requested by

the department. Hartley reported that bids are now due on October 19th and will hopefully be presented for approval at next month's meeting.

Monthly Department Report – The monthly department report was distributed to the Committee, a copy of which is attached to these minutes.

Other Business – Johnson reported that he had to replace failing brick on the pillars at the Law & Justice Center. It was noted that the mortar does not match what was already in place, possibly due to pressure washing. Johnson questioned whether or not he should have the brick tinted or leave it as is after the repairs. Johnson indicated that it would cost roughly \$2500 per pillar for them to be fixed. Discussion took place with the consensus being to tint to match and move forward with remaining repairs.

In addition, Johnson reported that there is a valve issue at the Historic Courthouse. Johnson reported that the estimate came in at \$2,783 for installation, plus an additional \$900 for the valves. Johnson noted that there is only \$3,500 currently available in the budget line item. Discussion took place with the consensus of the Committee to move forward with the valve install.

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 EYES.**

Public Comment – The floor was open for public comment.

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

The meeting adjourned at 5:29 p.m.

Jordan E. Uselding
Executive Assistant

Facility Manager Report

September 2023

To: Public Property Committee
From: Shawn Johnson

Public Safety Complex

A new booster expansion tank is still on order. Delivery is expected the week of 10/9.

Restriped parking lot.

Replaced sink modules that have cracks and are leaking into the plumbing corridor. Used parts from what we replaced to repair 5 additional modules that were leaking. Ordered rebuild kits to repair new leaks that keep popping up.

Repaired multiple copper lines that started leaking at the soldered joints.

Replaced motor on Air Handler for Kitchen area. Replaced bearings in old motor and is now a spare. \$1K

Filled diesel generators.

Belt on heat wheel will need to be replaced on Air Handler 2 in the future.

Normal Building Maintenance

Law and Justice Center

Caulked an area of flashing that was leaking overhead of the Lactating Room.

Tee Jay Central and Bennett repaired front door to make the handicap accessible switches work properly. \$1K

Filled diesel generator.

Abraham Masonry replaced failing bricks on the south 2 pillar columns by Water Street.

Cut back overgrown landscaping around the building.

Normal Building maintenance

Historic Court House

Remove and rebuild hot water circulation pump motor. \$50

Abraham Masonry repaired broken pillar rock on north entrance.

Pressure tank for potable water is at 0 psi

Hot water pump 1 is not able to push water past shut off valve. System would need to be drained to fix. Hot water pump 2 working correctly.

Normal building maintenance.

Health and Education Building

Outside Trane condensing unit fan broke apart (caused no other damage). Waiting on new fan blade.

Will be looking to purchase cement downspout diverters.

Getting price to fill in the parking lot island

IHR

Exhaust fan cleaned and working properly

Highway Department

Normal Building maintenance (toilet repair)
Getting bids on painting buildings
Getting bids on landscaping

Water Street Building

Repaired main gas line going into building.
Replaced ceiling tiles.
Waiting on second bid for repairing guard rail.
Restriped parking lot.