

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF MARCH 5, 2024

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, Jack Vietti and Bob Weller

Absent: None

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

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 February 6, 2024 meeting. *Motion by Manker, second by Myers to approve the minutes as submitted.* **MOTION CARRIED WITH ALL AYES.**

Monthly Department Report –

Johnson reported that he has spent quite a bit of money from budget line item “maintenance & repairs – equipment” for repairs within all of the buildings and is anticipating to go over budget and/or not have much remaining.

Johnson reported that there is \$3778 remaining in the law & Justice Centers maintenance and repairs budget for the year. Johnson reported that the L&JC needs a new hot water circulating pump due to it leaking on the flow sensor, and it is expected to cost approximately \$7500 to replace both the pump and motor. Johnson stated that they can install the pump themselves to save further costs. Johnson reported that the electrical has been moved to make Courtroom 1 ADA complaint, noting that they are just waiting on the lift which should be here mid-March.

Johnson reported that the smaller copper pipes are deteriorating at the Public Safety Complex from the hot water running 24/7, and indicated that all of these pipe lines will need to be replaced with thicker piping.

Johnson provided the committee with a thorough maintenance report of the Water Street Building and images to show the current conditions. Johnson stated that a wall is deteriorating from water traveling over the lip and rotting it out, all of the windows are rotting underneath, one window is cracked on the inside, there are blocks missing and broken on the outside stairwell,

and metal decay on the upright steel post causing a hole in the tubing. Johnson indicated that repairs will need to be done within the next couple years starting with rebuilding the wall.

Johnson reported that the steel post at the Torrance Street Building for the handicap accessible doors is deteriorating and there is metal missing. Johnson stated that water tips back into the sides of the building after storms and is causing deteriorating at the bottom on the outside. Johnson suggested putting in some smaller drains going to the storm sewer to remove some of the water.

Johnson reported the standby generator at the Health & Education Building was not working, and has since been fixed, along with moving the DOAS (heating unit) breaker to the generator panel in the case of an outage.

Other Business –

Questions were raised if Board Members can tour the buildings when the weather gets nicer, to which Hartley responded that this has to be posted publicly and they can plan to tour one building at a time before County Board Meetings.

Vitzthum reported that the RFP for the H&E Drive-Thru Facility is due on March 20, 2024 at 2:00p.m.

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

Public Comment – The floor was open for public comment.

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

The meeting adjourned at 5:30 p.m.

Jordan E. Uselding
Executive Assistant