

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF OCTOBER 8, 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, Bob Weller and Craig Monson

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, William Mays and James Carley

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

The committee reviewed the minutes from the September 3, 2024 meeting. *Motion by Earing, second by Weller to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

Monthly Department Report –

Johnson reviewed the monthly department report with the Committee, a copy of which is included in the minutes.

Johnson reported that the boilers were put in and started up on October 1st at the Public Safety Complex. Johnson stated that Ruyle will be offering training on the boilers within the next couple weeks. Johnson reported that they replaced the cooling fan on the roof of the Law & Justice Center, which saved over \$5,000. Johnson reported that maintenance has been cleaning the cooling towers themselves, saving over \$9,000, but it did occupy weeks of their time as it isn't an easy job. Johnson reported things are moving along with the drive-thru facility; the floor has been poured, doors will be installed in two weeks, and they will start with the electricity and plumbing next week. Once the project is completed, they will be seeding to get rid of the crab grass. Johnson reported Bennett Electronic Service Co. is installing the fire suppression system at the old IHR Building.

Johnson reported that at the Water St. facility, the masonry on the building pulled approximately a ½” in one corner of the building, due to the gutter not draining properly. Johnson reported that the area was fanned out to repair, as opposed to tearing out the entire wall.

LJC Actuator Replacement – Johnson reported that the cost on the replacement of the three actuators came in at just over \$9,000 which was higher than the initial estimate given to the Committee. The order has been placed, but wanted to keep the Committee updated.

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

Public Comment – The floor was open for public comment.

Executive Session – *Motion by Vietti, 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 5:16 p.m.

Regular Session resumed at 5:21 p.m.

Action Resulting from Executive Session –

Motion by Weller, second by Manker to approve for content the executive session minutes of April 4, 2023. **MOTION CARRIED WITH ALL AYES.**

Motion by Earing, second by Manker to open the executive session minutes of April 4, 2023 and leave all remaining executive session minutes closed. **MOTION CARRIED WITH ALL AYES.**

Motion by Weller, second by Myers to authorize the destruction of all verbatim records dated eighteen months and older previously approved for content. **MOTION CARRIED WITH ALL AYES.**

Executive Session – *Motion by Earing, second by Monson to go into Executive Session pursuant to 5ILCS 120/2 (c)(11) – Pending Litigation.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Executive Session began at 5:22 p.m.

Regular Session resumed at 5:31 p.m.

Action Resulting from Executive Session – N/A

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

The meeting adjourned at 5:31 p.m.

Jordan E. Uselding
Executive Assistant

Facility Manager Report September 2024

To: Public Property Committee
From: Shawn Johnson

Public Safety Complex

Boilers are installed and are currently down waiting on completion of intake and exhaust flues. Current estimate is to be finished by 9/30

Abraham is going to replace bottom block under north side pillar.

False fire alarm triggers required us to call Thompson Electronics to repair. They found a short in a pull station, bad sensor in master control in FM 200 panel, short between M and P unit, bad duct detector that wasn't registering, bad duct detector in male pod.

Law and Justice Center

Replaced cooling tower fan

Historic Court House

Trost will be planting a new tree in on the north east corner of the courthouse this fall

Health and Education Building

Drive-thru update – Floor will be poured the first week of October
Seeding will be done after drive thru is completed

IHR

Replaced a/c condenser unit

Handicap post replaced

Highway Department

Water Street Building

Abraham will be replacing broken bricks on the s/w corner of the building