

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF NOVEMBER 6, 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, Dan Myers, Jack Vietti, Bob Weller (arrived at 5:06 p.m.) and Craig Monson

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 and County Board Members Linda Ambrose, William Mays, Seth Welch, Michael Haag, Steven Lovell and James Carley

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

The committee reviewed the minutes from the October 8, 2024 meeting. *Motion by Earing, second by Myers to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

**Drive Replacement for Cooling Towers** – Johnson reported that the drives on the cooling towers are for fans and not pumps, which explains why they keep going bad because they cannot keep up. Johnson stated he received a quote from Durham Electric for the replacement; one drive would cost \$7,000 or the replacement of both would cost \$12,900.

**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 are up and running at the Public Safety Complex. The State Fire Marshall came out for an inspection and the relief valves did not pass. Ruyle will be replacing them at no charge. Johnson reported that the H&E Drive-Thru Facility is functional, noting that the exhaust fan and finishing up the drywall and paint in the bathroom are the only things remaining. Johnson reported that the siding on the H&E building was cracking. Johnson stated they repaired 7 pieces and have 10 more to do. Johnson reported the reinstallation of the fire suppression system will begin on November 11<sup>th</sup> at the old IHR building. Johnson stated the focus for next month is to start preparing for winter.

**Other Business –**

Hartley reported that they had a kickoff meeting with the architect and Western. They plan to begin scaffolding in January for the Historic Courthouse roof.

**Approval of Bills** – The Committee reviewed the monthly bills. *Motion by Vietti, second by Monson 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 Weller to adjourn.* **MOTION CARRIED WITH ALL AYES.**

The meeting adjourned at 5:16 p.m.

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Jordan E. Uselding  
Executive Assistant

## Facility Manager Report October 2024

To: Public Property Committee  
From: Shawn Johnson

### **Public Safety Complex**

Durham Electric installing a dedicated outlet for body scanner

### **Law and Justice Center**

Actuator motors are in and will be installed in November  
I have pricing for the cooling tower pump drive.

### **Historic Court House**

Trost will be planting a new tree in on the north east corner of the courthouse this fall  
Rented water softener has been down since July 9<sup>th</sup>.

### **Health and Education Building**

Drive-thru update – Electrical install continues. Waiting on one exhaust fan and approaches.  
Lights and doors are complete.  
Lawn seeding will be done in spring

### **IHR**

Fire alarm system work beginning November 11<sup>th</sup>.

### **Highway Department**

### **Water Street Building**