

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF MAY 7th, 2012

Committee Chair Bill Flott called the meeting to order at 6:00 p.m. in the meeting room on the 2nd floor of the Pontiac Public Library.

Present: Flott, Deany, Ruff, Weller, Woodburn

Absent: Weber, Franey,

Also Present: Bill Fairfield, Don Tuley, Daryl Bragg, Don Verdun, Alina Hartley,

Flott called for any additions or changes to the agenda with none being requested. *Motion by Woodburn, second by Weller to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the April 2nd, 2012 meeting. *Motion by Ruff, second by Deany to approve the minutes of the April 2nd, 2012 meeting.* **MOTION CARRIED WITH ALL AYES.**

Maintenance Department Report –

Don Tuley reviewed his monthly department report with the Committee a copy of which is attached to these minutes.

Daryl Bragg reviewed his monthly department report with the Committee a copy of which is attached to these minutes.

Bragg reported that there is an issue with copper and hardness levels in the water at the Law & Justice Center. Bragg stated that the issue came up when they noticed discolored water in the stools. The water was tested by American Water and it was discovered that there was a copper issue stemming from inside the building. Bragg stated that a number of items were tested and ruled out; now electrolysis is believed to be the problem. Bragg stated that PSA and . Masters will be reviewing the issue on site on Wednesday.

Bragg further reported that there is a noise issue in the courtrooms when both cooling towers are running. Bragg stated that the second cooling tower kicks on when the temperature gets over approximately 80 degrees. Bragg stated that the towers themselves were inspected and believed to be running properly. Bragg stated that PSA and their acoustical engineer will be onsite on Wednesday to review the issue.

Bragg reported that the motor for the clock at the courthouse stripped a gear. Bragg stated that they are attempting to have the gear replaced, but if this cannot be done a new motor will need to be purchased. The cost of a new motor is estimated at \$500.

Don Verdun reviewed his monthly department report with the Committee a copy of which is attached to these minutes.

Approval of Bills – The Committee reviewed the bills presented. *Motion by Woodburn, second by Weller to approve the bills as submitted.* **MOTION CARRIED WITH ALL EYES.**

Motion by Ruff, second by Deany to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 6:54 p.m..

Alina M. Hartley
Administrative Resource Specialist

Maintenance Report

May 7, 2012

1. The mild temperatures along with a little moisture early in the month kept the team busy mowing and trimming. As the month progressed it became quite dry and we had to start watering the sod at the Law & Justice Center. We had the gal who cares for the flowers and mulch begin some preparations at the courthouse, Law & Justice Center and Regions building. We completed spraying some Ground Clear on the lane and parking lot at the Poor Farm Cemetery and a few other areas where no vegetation growth is desired. F & W Lawn Care and Landscaping has been contacted about some trees and plants that have not bloomed at the Law & Justice Center which should be covered under the guarantee. We also started our summer helper which has helped with the yard care and other projects.
2. Someone had run over a tree in the new employee lot. The men straightened it and reset the guide wire that keeps it vertical. They also had to wrap the trunk of the tree which had considerable bark torn off and ripped loose during the incident.
3. The mesh we installed in the fall to protect the new seeding at the courthouse and Law & Justice Center had to be pulled up and loaded in dumpsters before those areas were mowed. These areas are filling in nicely.
4. We cleaned and polished all of the stainless steel hand rails in the front of the Law & Justice Center to remove debris that was rusting on top of the stainless finish. At the conclusion of the project they appeared to have cleaned up rather nicely. We will check on them occasionally as they weather to see if the spotting returns.
5. We accomplished a project for IT, relocating some keyboard trays at the Law & Justice Center.
6. We spent time after the sale at Lee's warehouse condensing any items not to be sold. We needed to store the items in the smallest area possible to save on the rent, which is by the square foot.
7. We revamped the hand wash station in the Highway shop restroom. We replaced the original fine spray outlet with an automatic, touchless faucet with new shutoffs. This allows a stronger stream which brings hot water faster and washes the hand cleaner down the drain faster. With the low pressure spray that was there originally the water never got hot and with the low volume of water in the drain, it was plugging up quite often because of the inability to rinse out the jelly consistency of the hand cleaner. We hope this slows down the service calls on that issue.
8. The concrete work we had done at H & E to fix a safety issue is complete. The railing that was installed as part of that request needs to be painted yet. We hope to complete that as soon as weather and time allows.
9. During one of the wind storms this winter the sign at H & E along Torrance blew over. The posts had rotted at ground level and the wind finished it off. With some assistance

from Highway and their sign truck we removed the sections in the ground and replaced posts and remounted the sign. We also made repairs to the landscaping timbers around the sign and added more rock in the shrub bed. It should be good for some years to come.

10. On a couple of occasions. Mike assisted Daryll with some preventative maintenance, washing out air conditioning units and changing filters.
11. We moved the boom downtown to assist on a project. While we have it in the area we hope to use it to clean gutters at Regions and some of the windows on the Law & Justice Center.
12. We also accomplished many other service calls and requests this month. Many can be seen on the web site.

Don Tuley

Livingston County Facility Management Services

Public Property Committee April Report 2012

Law and Justice Center

HVAC:

MAINTENANCE MANAGEMENT: FACILITY DUDE

I am continuing to work on phase two scheduled maintenance for the Law and Justice Center and I am working on entering p.m. schedules in Facility Dude for all systems at the LJC.

TRAINING:

I would like to implement monthly training for all maintenance personnel. This will consist of a multitude of topics ie.. ladder safety, electrical safety etc.. once a month we can meet for a half hour to discuss work place hazards and how to protect ourselves and other from injuries.

PREVENTATIVE MAINTENANCE:

1. I have been working on scheduled maintenance for the month of April. This will be on the cooling components for each facility cleaning condenser coils and filter changes.
2. I am working on vav p.m.'s this month. There are 103 vav terminal units in the building and the schedule will have 5 boxes per week and will take 20 weeks to complete all testing of these systems.

BUILDING OPERATIONAL CONCERNS:

The HVAC system continues to perform well. All areas are within set point parameters.

We were experiencing occasional yellowish water in the toilets and after testing the water we found there is an elevated copper content. The EPA standard for copper MCL (maximum contamination level) is 1.3. Several

fountains and refrigerators have higher than normal levels 3.5, 4.4. There are two concerns with the higher levels.

1. The possible health concerns with the high levels. Upset stomach is the short term concerns and long term there could be kidney and or liver problems As a precaution we have placed all fountains and water dispensers in the refrigerators out of service. Water can be obtained from the new vending machines that were installed last week.

2. The erosion of the copper piping in the building resulting in pin holes that may develop through time.

We are working with American Water, FOC and PSA Dewberry to resolve the problems.

I found the generator was getting water into the fuel system. I had Altorfer clean the fuel system and retighten all fitting to the fuel tank. Altorfer is in the process of investigating where the water is getting into the housing of the generator. This should eliminate the problem.

Livingston County

Facility Management Services

Public Property Committee April Report 2012

Court House and LJC construction

1. The new chiller has been delivered and set in place in the chiller room the contractors are currently working in the LJC installing the new equipment. They will be working at the LJC through the month of May. I estimate the new chiller will be on line by the end of May or mid-June. Installing controls, piping and new pumps for the additional chiller.
2. Dodson has completed the flushing and fill of the secondary chilled water piping to the Court House for the tie in to the LJC chilled water system.
3. Electrical installation for the new chiller feed is complete.

UTILITY REPORT FOR April 2012

	March-April. 2012	Demand 2011	Demand 2012	Variance
		Kilowatts	Kilowatts	
Court House Electric:	\$1,291.00	N/A	345.10 KW	
		FEB.2012	MARCH 2012	
LJC Electric:	\$3,440.32	1557.2KW	1931.9 KW	
County Jail Electric:	\$9,213.64	4078.20 KW	3825.58 KW	-252 KW
		Therms	Therms	
Court House Gas:	\$480.98	N/A	994.82	
LJC Gas:	\$2354.99	N/A	4000.33	
County Jail Gas:	\$ did not receive yet		0 0	

I will continue to track the positive variances to evaluate and determine cause and possible resolutions through operational procedures or purchasing options to reduce monthly expenditures.

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Livingston County Public Safety Complex Monthly Report

The Pan/Tilt/Zoom cameras are installed and up and running, with Icons installed on the computer screens. There was over \$11000.00 budgeted for this project and we were able to finish the job under budget, for \$10276.00. We pulled all of the cable ourselves at another \$5000.00 to \$7000.00 savings. E.O. Integrated last time we used them, charged us \$1000.00 per Icon, Jeff was able to line the icons up direct with the company and get them done for \$125.00 per Icon. E.O. Integrated the last time they installed a PTZ camera charged us \$4800.00 per camera. Over all this has been quite a savings.

Yearly Generator service is almost complete The small 911Generator is complete and the large Generator needing Oil changed and batteries changed. Altdorfer service tech keeps getting rained out.

All the Air Handler have been greased and filters changed, as were the compressors and pumps. Have found a bearing out in return fan # 2 Hunzikers will be replacing the bearings and shaft with our help. This unit is hanging 10 foot in the air.

Had the boilers serviced this is the first time since we opened the building, We had no real problems until recently. We found during service that the bearing are failing in the blower motor, I have replaced the bearings in boiler # 2 a few years back. The service tech said AERCO has found has found that the blower is to heavy for the motor shaft and is ruining the bearings. Aerco recommends replacing the blower assembly with an updated poly blower assembly. If Entec does the work the scope of the work will be \$4940.50 per unit. Includes Labor,material and travel. If we purchase the parts and do the labor ourselves, the cost would be \$3777,00.

Installed wide screen TV in the Chiefs Office and run wiring. Installed wide TV in the Sheriffs office.

Creamer Technologies charged \$95.00 and hour for 1 1/2 hours just to change out a video screen Jeffs changes these out in 15 min.. They would charge us \$100.00 per hand set and we can buy them for \$25.00, same hand set. Same thing with video screens we were charged \$319.00 and we are now able to buy them for \$319.00 at last purchase. Jeff was able to add a contractor and master control can now turn the video screens off for video visitation at the same time they shut the room light out. We have not lost a screen since he did this.

Don Verdun PSC Maintenance Supervisor
5/7/2012