

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF JUNE 4th, 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, Mark Runyon, Daryl Bragg, Don Verdun, Alina Hartley,

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

The Committee reviewed the minutes of the May 7th, 2012 meeting. *Motion by Woodburn, second by Ruff to approve the minutes of the May 7th, 2012 meeting.* **MOTION CARRIED WITH ALL AYES.**

Maintenance Department Report –

The Committee reviewed the monthly department reported distributed on behalf of Don Tuley, 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 the acoustical engineer is recommending a step approach to address the sound issues coming from the cooling towers. Bragg reported that step one is to install concrete pavers on the roof of the building. Bragg stated that FQC has obtained bids to complete the work. Bragg stated that if that does not resolve the issue the gap between the floor of the roof and the base of the precast panels will be filled in. The Law & Justice Center will review the recommendation at tomorrow's meeting.

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

Discussion took place regarding the FY 2013 capital budget. The Committee requested Tuley, Bragg and Verdun meet to prioritize potential capital items.

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

Motion by Woodburn, second by Deany to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 6:25 p.m..

Alina M. Hartley
Administrative Resource Specialist

Maintenance Report

June 4, 2012

1. The drier weather in May slowed the mowing near the end of the month. We spent the extra time trimming bushes and watering the sod at the Law & Justice Center. There are a few dead trees and bushes at the Center that are to be replaced under warranty by F & W Lawn Care. John Eallonardo from FQC is encouraging them to comply with the warranty and replace them.
2. We installed and prepared window air conditioners at the Health & Education Building. We also finished up the first round of cleaning coils, changing filters and preparing the central air in all buildings for the summer cooling session. Mike worked some with Daryll on resolving some other air conditioning failures.
3. Terry spent several days cleaning and organizing the maintenance storage and receiving areas at the Law & Justice Center. He put together the shelving we had brought over from the courthouse and fit that into several areas. Those two areas, along with the housekeeping and paper storage areas, will in time need more shelving to finish the project.
4. We repainted the benches in the holding rooms at the Law & Justice Center with the hard surface epoxy paint that was specified for construction. They had become scratched from cuffs, chains and defacement.
5. We had the representatives from Menconi Terrazzo in to look at the scratches and the chip in the floor at the Law & Justice Center. He gave us suggestions on how to care for those defects. We are in process of working through those steps. Some buffing and polishing has to be completed yet. It took awhile to find the buffer after the move as it ended up in the basement of the Public Safety Complex. We determined to attempt the repairs ourselves when the Menconi representative informed us they would need nine hundred dollars per day to accomplish the work.
6. The walk-thru metal detector at the Law & Justice Center has developed a problem where it alarms almost all the time. We replaced it with the unit from the Public Safety Complex but could not get that detector to adjust properly in that location, so we returned it and brought the detector from the warehouse that was at the courthouse. That one has been working satisfactorily. We are in process of consulting with the manufacturer to correct the problem and return the new unit to service.
7. We took delivery of two hundred and forty boxes of Xerox and dispensed some around to other country buildings and stored the balance in the Law & Justice Center.
8. We were able to sand, prime and paint the railing we had refurbished at the Health & Education Building. That completed the safety issue requests that we began last fall.
9. We brought the lift to the Law & Justice Center and attempted to wash the windows that we could reach. We can reach all on the back of the building but very few others. Because of weight we cannot set up close enough to reach many on the other three sides

of the building. We are investigating other solutions.

10. While we had the lift in the area we cleaned the gutters at Regions and trimmed some branches.
11. Good Samaritan Pontiac had requested help in changing some pole lights with the lift. While we had it on the trailer we ran by there and helped changed eight pole lamps.
12. We took it to the Highway department next and repaired or replaced four roof rafters in the salt shed that the loader had knocked out or split while loading salt.
13. We also accomplished many other service calls this month. Many can be seen on the Facility Dude site.

Livingston County Facility Management Services

Public Property Committee May Report 2012

Law and Justice Center

HVAC:

MAINTENANCE MANAGEMENT: FACILITY DUDE

I have started to implementing phase two scheduled maintenance for the Law and Justice Center for the exhaust fans and I am working on entering p.m. schedules for all of the other mechanical equipment for the LJC in Facility Dude.

PREVENTATIVE MAINTENANCE:

1. I have been working on scheduled maintenance for the month of May. This will be on the Heating components checking the new boilers at the LJC and associated pumps.
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 had to replace one of the 30 year old residential air handlers at the H&E building for a price of \$1,600.00. We looked at repairing the old one but it was beyond repair.

The new metal detector failed and we had the factory rep. come out and replace the main control board. After he left the unit failed again. Don and Terry brought the old one from the warehouse to use until we can get it repaired or replaced.

The lighting controller for Court Room #3 failed on over voltage. We found that the controller power supply had failed. We ordered a replacement and had Terry replace it while I was out last week on vacation. I am investigating a way to bypass the dimming controller so we can override the lights on when a component fails.

We have been testing the grounding on the domestic water and have installed several additional grounds on some of the interior piping and added a new ground rod outside of the complex. Saturday 6/2/2012 we scheduled a power shutdown with FQC and McMasters to try to find where the stray currents are coming from. We found three possible sources for the Electrolysis.

1. The UPS
2. The second floor emergency lights.
3. Power supply to 5 vav boxes from circuit #2 in PP2.

The next step is to investigate these sources with FQC.

After we had brought the main power back on line we began restarting all of the systems. Everything came up O.K. with the exception of one of the control boards for the door badge readers. Scott contacted Bennett Electric on Saturday to come out today and found that a new circuit board was needed, it will be here tomorrow. In the mean time we had to temporarily tape the door locks open. The main entrance also was on this controller. I secured these rooms at the end of the day and we will open them up again tomorrow until the new parts arrive.

The Clock Tower project went well and should provide many more years of service to the community. The total price to service the clock and repair the drive motor is \$1,100.00.

Livingston County

Facility Management Services

Public Property Committee May Report 2012

Court House and LJC construction

1. Contractors will be working at the LJC through the month of June. The schedule for the new chiller to be on line is by the end of July. They are still in the process of installing the chiller piping and controls.

UTILITY REPORT FOR May 2012

I did not complete a Utility report this month as I have found that the Utility Company will only do an actual meter reading every other month. So the previous reports are a bit of a misconception as they are estimates. I will be submitting these again on a bi-monthly basis in the future as I receive actual readings.

Daryll D. Bragg
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Return Fan #2 for AHU #2 had the bearing come loss on the fan shaft and ruined the shaft. We had Hundzicker Services replace the shaft and install new bearings at the same time, because of the difficulty lowering the fan. This was done with our help to keep the cost of repair down.

The coils on Chiller #1 and #2 have been washed out. Chiller number #1 keeps blowing a fuse, appears to be on a fan bank. When this occurs it shuts down one of the compressor's. There are 4 compressor`s with the two chillers so it does not cause any problems.

Parts to retrofit the Arco Boilers are here, so we will be starting that project this week.

The Fan and Limit switch went out on the compressor for the Walk-In freezer. I called Kupferschmid and told them we had an emergency and they showed up within the hour and found the problem. They had all the parts on the truck had it repaired and running before 11:00 A.M..

The Mitsubishi roof top stand alone air conditioning units for 911 upper floor and 911 lower floor are giving us some problems. We think the upper is maybe a thermostat problem. Not sure yet about the lower. They both run when you reset the thermostat. I have washed these units out which some time helps the operation. But did not help in this case.

We will be having Bennett's start testing the Fire Alarm system for rectification. Includes Horns, Strobe lights and Fire Panel. WE will begin this on June 8th and 11th.

Received the Operating Permit for our elevator.