

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF AUGUST 6th, 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, Weber, Deany, Ruff, Weller, Woodburn

Absent: Franey,

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

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 July 9th, 2012 meeting. *Motion by Weller, second by Ruff to approve the minutes of the July 9th, 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.

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

The Committee reviewed the budgets proposed by Tuley and Verdun. Slagel reported that overall the maintenance budgets down \$23,500. The Committee discussed the capital requests.

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

Motion by Deany, second by Ruff to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 7:06 p.m..

Alina M. Hartley
Administrative Resource Specialist

Maintenance Report

August 6, 2012

1. With the continued drought, most of the mowing consisted of leveling the weeds. The exception was the Law and Justice Center where we water often to salvage the new sod and bushes. We still are seeing a few bushes brown up and appear dead. The water bill for July was \$2,377.79 for the Center.
2. We had a request to remove some dead branches from a tree at the courthouse and brought the lift to the square for that project. While we had the lift in the area we proceeded to trim the rest of the trees around the courthouse and did some trimming at the Regions building.
3. We purchased a water tank to water the bushes in the employee parking lot which gave us a better handle on getting that area watered. There are no water sources in that area. It also allows us to water other areas we care for where water is not readily available. We were spending considerable time soaking the root areas for the trees. To speed up that process we purchased treegator bags for the trees. We can fill those quickly and then they slowly water the area around the trunk for six to eight hours.
4. For the month of July we were still purchasing drinking water each week and delivering it to the necessary areas. We hopefully will not have to do that for August since Daryll had filters installed and copper levels are within range.
5. Mike has been busy doing preventative maintenance with Daryll on systems at the Law & Justice Center and expanding to other buildings as Daryll continues to develop the P. M. schedule.
6. We moved forty boxes of Xerox paper from the central storage area to the Public Safety Complex to replace their depleted inventory as requested.
7. We had a call to remove a garter snake from inside the bank area sometime during the month. As the crew arrived to find and remove it, Jane, the Zoning secretary was in the process of removing it to the outdoors. The gals at Regions were very appreciative.
8. The bank had also requested the removal of a few more of the larger evergreens that provided concealment within fifty feet of the ATM. The bank regulations require no bushes over eighteen inches within that range. The evergreens in question were not in great shape and we had discussed removing some of them prior to their request. With Highway's assistance we removed them and will be sprucing up the area, but at this time have no plans to replace them.
9. As requested by Alina we had Lee's Welding build a stainless steel drop box for the Circuit Clerk's office. Mike poured the concrete pad on the Chicago Street side of the Law & Justice Center for a drive up area for the box. He also installed two bollards to protect it from cars jumping the curb and damaging the box. It has been installed and we have ordered covers for the bollards that should arrive this week. After installation the

project should be complete. Diaz Sign Art lettered the box including the County logo and I believe it turned out very nice.

10. The grating in front of the sally port had clearance for each grate so that they could be lifted in and out easily for cleaning. With the cars and vans twisting and turning as they backed out of the sally port, the grates would get all pushed tightly together, leaving about a six inch gap that could be stepped into, creating a safety issue. We had Lee's Welding cut a steel spacer the thickness of the grates which resolved the hazard.
11. On July 18th there was a power outage that included the Health & Education Building. It was out for an extended period so the Health Department requested we set up the generator to operate the refrigeration equipment to avoid spoiling the vaccines and other items that need to be kept cold. We were able to keep things cold until power was restored.
12. As requested, we also hauled the old courthouse entry doors to storage at Good Samaritan Pontiac.
13. There were many other projects, service calls and requests accomplished for the month, many of which can be seen on Facility Dude.

Livingston County

Facility Management Services

Public Property Committee August Report 2012

Law and Justice Center

HVAC:

MAINTENANCE MANAGEMENT: FACILITY DUDE

Scheduled maintenance for the Law and Justice Center is complete in Facility Dude. I will be working with Don Verdun to help him implement P.M. schedules at the Jail in August. As of last week we have received 1,239 work orders.

PREVENTATIVE MAINTENANCE:

1. We have been working on scheduled maintenance for the month of July. This work will be on the vav digital controls.
2. Preventative maintenance for the CRAC unit serving the IT room will be completed by August 6th complete.

BUILDING OPERATIONAL CONCERNS:

We have had a lot of service calls at the Regions bank on cooling problems. We are finding condensers leaking Freon, shorted wiring and failed fan motors. This is typical with older equipment.

Both cooling towers have had the isolation butterfly valves replaced. I have asked Dodson and JCI to investigate the cause and solution of these failures so we do not have any problems after the warranty has expired.

The water softener system is back in service. The softener rep. has replaced the bad valve. This should resolve the discolored water issue.

We have installed carbon filters at all fountain and faucet locations to reduce the copper content in the domestic water. I have taken readings after the filters were installed. See results from American Water as follows. I will take

one more sample on all fountains and faucets Saturday August 4th and then if the results are below the EPA standard of 1.3 mg/l the domestic water will be placed back in service for the LJC on Monday August 6th. FQC will continue to investigate the high copper to prevent erosion of the piping.

Results of the samples Ryan analyzed on 8-1-12.

First Floor South Fountain: Copper=0.73 mg/L

Probation Kitchen: Copper=0.08 mg/l

First Floor North Fountain: Copper=0.57 mg/l

Second Floor Northeast Kitchen: Copper= 0.12 mg/l

First Floor East Kitchen: Copper=0.05 mg/l

Second Floor North Fountain: Copper=1.22 mg/l ****

First Floor East Fountain: Copper=0.61 mg/l

Circuit Clerk Kitchen: Copper=0.05 mg/l

States Attorney: Copper=0.06 mg/l

Second Floor South Fountain: Copper=1.09 mg/l *****

Subject: Copper Samples law and justice center 8-1-12

1st floor south fountain- .73

1st floor north fountain- .57

1st floor east fountain- .61

2nd floor south fountain- 1.09

2nd floor north fountain- 1.22

Subject: Copper Samples law and justice center 8-4-12

1st floor south fountain- Copper=.27 mg/l

1st floor north fountain- Copper=.32 mg/l

1st floor east fountain- Copper= .20mg/l

2nd floor south fountain- Copper= .27mg/l

2nd floor north fountain- Copper=.32mg/l

Court House and LJC Construction

1. The new chiller piping is complete. Controls will be complete by August 7th for the LJC. This will require to start/stop the system to commission the controls and was completed on Saturday August 4th. We will then be opening the chilled water loop to the Historic Courthouse the week of the 6th to do the new chiller startup. The week of the 13th CMI will start cooling the Historic Courthouse so the millwork can be started in the new board room. We will need to maintain a constant temperature and humidity from this time until completion.

UTILITY REPORT FOR August 2012

Attached is our utility profile for July at the Law and Justice Center.

BUILDING KW

LJC: July average daily KW 3447.10 June average daily KW 2918.80

PSC: July average daily KW 6102.02 June average daily KW 4979.33

H&E:

Building Gas therms

LJC:

PSC:

H&E:

DISCUSSION ITEMS:

2013 ESTIMATED BUDGET FACILITY SERVICES

2013 CAPITOL IMPROVEMENTS

1. VAV for LJC IT room.
2. Condensers for Regions Bank
3. Packaged HVAC units for Health and Education Building.

Daryll D. Bragg
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Facility Management Services
Livingston County

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Livingston County Public Safety Complex July Report

Mitsubishi roof top unit is repaired. This unit serves the equipment room in the basement for 911. I reported last month that it was going to cost between \$2000 and \$2500 to repair. The cost came out to \$1887.00. The unit is working great.

Video Visitor Station in A-unit was never used because A-unit prisoners were detainees and able to receive face to face visitation. So when we needed parts to repair other visitor units we were told to take parts from that unit. Now they want to use that visiting station and there are no insides to it. So we are waiting for an ok, to order parts to rebuild the station. We would be using newer upgraded parts. The parts in the older stations are obsolete. The cost will run about \$2500.00 for parts. That does not include freight or labor. We would be doing the installation ourselves.

Razor Wire around the top of our fence came loose. Jeff had to get up inside it to tie it back in place. I think the tie wires they used to fasten it in place are wearing through.

Shower Floors, we have three shower floors that have still are giving us problems cracking and coming up. Premier Coatings, Inc. came in and finished the three shower floors. This is a new

two-step coating they used called polyuria. This comes with a five year warranty. Apparently we are not the only Jail having shower floor problems. They have references from two other County jails, Stephenson County Jail in Freeport, Ill. and Muscatine County in Muscatine IA. The Sheriff at Muscatine was so impressed with the job; he added more shower floors to be coated. We had three shower floors coated for \$2700.00. Some of these floors have been done three times. Hopefully this is the last.

Sewer Problem, the week of July 16th we had the sewer plugged up from some kind of plastic bag. We think it was flushed down from the kitchen toilet. The sewer backed up into the kitchen and flooded the south east mechanical room and around the south side of the mechanical hallway in the basement, with sewer water. Nothing was damaged, everything stored down in that area is stacked on pallets and on shelves up against the outer walls. Most of the sewer lines run around the inside hall walls.

Battery Backup for Master Control, last month I reported that the batteries needed to be replaced. They have been replaced and since then power has fluctuated enough (July 31st) to have the generators start up and everything operated properly.

Don Verdun

Livingston County Public Safety Complex