

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF OCTOBER 7, 2013

Committee Chair Mark Runyon called the meeting to order at 6:00 p.m. in the committee meeting room in the Historic Livingston County Courthouse.

Present: Runyon, Gerwin, Borngasser, Bullard, Steichen, Weber, Weller (arrived at 6:02)

Absent:

Also Present: Marty Fannin, Alina Hartley, Terry Taylor, Earl Rients, June Slagel,
Collins Miller

Runyon requested the agenda be amended to add item 3b. war memorial to the agenda for discussion purposes. Runyon then called for any additional corrections or changes to the agenda with none being requested. *Motion by Weber, second by Steichen to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the September 3, 2013 meeting. *Motion by Weber, second by Steichen to approve the minutes of the September 3, 2013 meeting as presented.* **MOTION CARRIED WITH ALL AYES.**

State Police Headquarters – Collins Miller was present on behalf of the Recreation Committee that was appointed in 2012. Miller stated that the Committee has met several times and just recently decided to focus their efforts on the Route 66 bike path. Miller stated that he will also be meeting with the Ag, Zoning and Emergency Services Committee to request the board adopt the Route 66 bike plan. Miller stated that there is a \$500,000 grant available to use for the old state police headquarters. Miller stated that it is possible that this location could be used as a way side with handicap accessible restrooms. Miller stated that further investigation is needed as the building is on the national register of historic places. Miller stated that at this time he is just looking for authorization to investigate possible options for the building and the grant. *Motion by Bullard, second by Weber to authorize the recreation committee to continue down this path and investigate options related to the old state police headquarters and the grant available.* **MOTION CARRIED WITH ALL AYES.**

War Memorial – Christopher Studebaker was present to request authorization to place a memorial for the Iraq and Afghanistan veterans. Studebaker stated that every war has a memorial on the square. Studebaker stated that the memorial itself would be purchased with raised/donated funds, so they would just ask for an area on the square to place the memorial. Discussion took place. Consensus of the Committee was to allow the placement of the memorial, however, the Committee wished to preview the design and the exact placement prior to final approval.

Maintenance Department Reports

Terry Taylor presented his monthly department report, a copy of which is attached to these minutes.

Fire Suppression Inspection Agreements

Taylor stated that he had contacted FJ Murphy and FE Moran to provide quotes for the fire suppression inspections in addition to Pipco. Taylor stated that the Pipco has offered the lowest agreement at an annual cost of \$5,100. *Motion by Borngasser, second by Weber to approve the fire suppression inspection agreement submitted by Pipco.* **MOTION CARRIED WITH ALL AYES.**

Cell Phone Stipend

Taylor stated that some time ago the department went from having county owned cell phones to using their own with a stipend. Taylor stated that currently some of the maintenance personnel receive the stipend, one still has a county owned phone and two have neither. Taylor stated that he would like them all to receive the stipend or no one to receive the stipend. Taylor stated that he did test radios and they work fine within each building, but do not work from building to building. Discussion took place. Taylor will present cost comparison information for each option at the next Committee meeting.

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

Motion by Steichen, second by Gerwin to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 7:21 p.m..

Alina M. Hartley
Administrative Resource Specialist

Livingston County Facilities Management Services

Monthly report for September, 2013

Court House

1) The installation of the **State required** escape hatch in the elevator has been completed. The total cost was \$2973.00.

H&E

1) We painted the Group Room and all of the exit doors for IHR

Law & Justice Center

1) The cooling tower valve problem is still an issue, Johnson Controls attached the repaired valve actuator to the valve and the valve still doesn't work. The Johnson Controls Tech. has spent many hours on the phone talking to the valve co., valve actuator co, and his own techs attempting to solve the problem. They now believe that the valve may be binding inside causing it not to open and close properly. Bray the valve co. is sending a replacement valve to be installed, the faulty valve will be sent in for evaluation by Bray.

This is going to cost approximately \$3000.00. this may or may not be covered under warranty.

2) The CRAC UNIT which cools the server room shut down on a weekend. Louis Kehinde received a call that the computers were not working in Probation. Louis came in and checked the server room and noticed that the air was not working. Louis attempted to reach me but was unable to. He did not have the emergency call list with him at this time and made other arrangements for repairs to the CRAC UNIT.

Public Safety Complex

1) Seven visiting stations were out for service at various times. We replaced 1 camera, 1 monitor, wiring in others. 2 of the stations are still out of service. We have contacted a gentleman that worked for the company that installed this system to help troubleshoot the remaining problems.

- 2) Changed numerous light bulbs and ballasts.**
- 3) Repaired several electronic valves for toilets.**

- 4) Repaired a broken jail door lock. Had to disassemble lock make repairs and then reassemble and install.**
- 5) Two outdoor PTZ cameras are not working properly, they are in the scanning mode and will not return to the hold position. We are researching this issue.**
- 6) All air handlers have been serviced. Belts checked, greased, & filters replaced.**
- 7) Replaced a sprinkler head in the cell area.**
- 8) I had Jeff Durham spend several days working with Mike Stadel teaching him how to read electrical blueprints.**

Respectfully submitted by Terry L Taylor, Facilities Services Manager
Oct. 7, 2013