

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF NOVEMBER 4, 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,

Absent: Weber, Weller

Also Present: Marty Fannin, Alina Hartley, Terry Taylor, Earl Rients, Chris Studebaker (AMVETS)

Chair Runyon called for any additions or corrections to the agenda with none being requested. *Motion by Steichen, second by Bullard to approve the agenda as amended. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the October 7, 2013 meeting. Gerwin noted that her notes indicated that Bullard made the motion to approve the agenda and Borngasser seconded. *Motion by Steichen, second by Borngasser to approve the minutes of the October 7, 2013 meeting as amended. MOTION CARRIED WITH ALL AYES.*

**Chris Studebaker – War Memorial Request** – Chris Studebaker was present to review the proposed design layout and location for the Afghanistan and Iraq war memorial. Studebaker estimated the cost at between \$9,000 and \$14,000 depending on the type of material used; which will be paid through donations. The memorial will be 66” wide and 54” tall at the highest point and will be located on the West side of the building on the northwest quarter of the square. *Motion by Gerwin, second by Bullard to recommend approval of a resolution authorizing the placement of an Afghanistan and Iraq war memorial on the courthouse square. MOTION CARRIED WITH ALL AYES.*

#### **Maintenance Department Reports**

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

#### **Cell Phone Stipend**

Taylor stated that he had everyone in the department track their cell phone usage. Taylor stated that he uses approximately 440 minutes a month with 22 minutes being private and the remainder being county business. Taylor stated that Stadel, Telford and Hetelle equate approximately 75-80% of their cell phone usage to county business. Taylor stated that he just wanted to be able to treat everyone fairly. Taylor provided an estimate to purchase radios, but expressed concern about being able to communicate between buildings. Options included eliminating the stipend, offering a lower stipend and purchasing radios. The Committee will continue discussion at next months’ meeting.

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

*Motion by Steichen, second by Borngasser to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 7:17 p.m..

---

Alina M. Hartley  
Administrative Resource Specialist

# **Livingston County Facilities Management Services Monthly report for August, 2013**

## **CH**

1. The fire pump, dry & wet systems were inspected and tested.
2. The fire pump has a valve that is leaking. A replacement valve is on order and will be replaced at no cost to the county.

## **L&JC**

1. The fire pump, control valves, wet systems, dry system and the pre-action system were all inspected and tested.
2. PM's were done on AHU's.
3. Ordered 2 new security cameras, 1 to replace a faulty camera and 1 to have as a spare.
4. Other general maintenance.

## **H&E**

1. We removed a 9'x22' section of asphalt in front of the dumpster which was in very bad shape and replaced it with concrete.
2. Closed up and prepared the boiler for operation.

## **PSC**

1. The fire pump, control valves, main drain, flow switches, & FM-200 Systems were inspected and tested.
2. At the request of the jail Sup. We had Jeff Durham install and connect the WiFi in the all-purpose room to the video arraignment room.
3. Cleaned all return air ducts in the jail.
4. Repaired, cleaned, & adjusted 25 door locks in the Sheriff's office.
5. Cleaned out numerous drains, repaired several toilets.
6. Replaced numerous light bulbs.
7. Replaced gas line to the pilot light in the kitchen oven.

Nov. 1, 2013