

LIVINGSTON COUNTY BOARD  
PROPERTY COMMITTEE  
MINUTES OF APRIL 2, 2024

Committee Chair John Vitzthum called the meeting to order at 5:00 p.m. in the Committee Room of the Historic Courthouse.

Present: John Vitzthum, Gerald Earing, Dan Myers, Jack Vietti and Bob Weller

Absent: Gina Manker

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Finance Director Diane Schwahn, Human Resource Director Ginger Harris, Facility Services Manager Shawn Johnson and County Board Members Marty Fannin, Linda Ambrose, Steven Lovell, William Mays, Seth Welch, James Carley, Rebekah Fehr, Paul Ritter and Michael Haag

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

The Committee reviewed the minutes of the March 5, 2024 meeting. *Motion by Earing, second by Myers to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

**H&E Drive-Thru Facility** – Hartley reported that they received 1 bid in the amount of \$752,400.00, which is higher than they hoped. Hartley reported that she, Vitzthum and Johnson have met with the company to explore value engineering options to cut down costs and get closer to the budgeted price; noting that they will be ready with those changes at next months Committee Meeting. Discussion took place regarding the need of the drive-thru facility, where the Committee was informed that the Public Health Administrator will be present at the next months meeting to answer all questions.

**Public Safety Complex – Boiler Mechanical Repairs** – Johnson reported that Entec was onsite to service the boiler at the Jail when it went out. The company had it troubleshooted to determine it was the stepper motor that went bad. Entec provided a quote in the amount of \$13,800 (for just the part), noting that the stepper motor is not sold separately so the control board would be replaced as well. Johnson stated that he found the part on eBay for about \$300 and can replace it himself but the quality is not known and there is no warranty.

Johnson mentioned that the boilers have a lifespan of 20-years and these were installed in 2004, so the Committee should consider replacing them within the next few years. Johnson stated that the boilers are currently located upstairs and they are stacked in the back corner, making them hard to get to and service. Johnson suggested when replacing the boilers, they should be moved to the the basement, noting that it would be a very costly project.

**Monthly Department Report** – Johnson reported that the Torrance Street Building (old IHR) has water tipping back into the sides of the building after storms, as there is no slope to take the water away from the building. Johnson reported that he contacted Opperman Construction to see

what it would cost to tie 3 downspouts into the storm sewer and they indicated it would cost \$5,000. Johnson stated he spoke with the Highway Department and they can do the work themselves, but the County will need to pay all costs related to renting the equipment.

**Other Business** – N/A

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

**Public Comment** – The floor was open for public comment.

*Motion by Vietti, second by Myers to adjourn.* **MOTION CARRIED WITH ALL AYES.**

The meeting adjourned at 5:50 p.m.

---

Jordan E. Uselding  
Executive Assistant