



**Property Committee
of the
Livingston County Board
Meeting Agenda**

Gerald Earing, Chair
Craig Monson, Vice Chair

Tuesday, August 5, 2025 @ 5:00 p.m.
Livingston County Historic Courthouse
112 W. Madison St.
Pontiac, IL 61764

www.livingstoncountyil.gov

1. Opening
 - a. Roll Call
 - b. Approval of Agenda
 - c. Approval of Minutes
2. Business to Come Before the Committee
 - a. Change Order Request – Historic Courthouse Roof Project
 - b. Review of Monthly Department Report
 - c. Other Business as Needed (Discussion Only)
3. Review and Approval of Bills
4. Public Comment
5. Adjournment

LIVINGSTON COUNTY BOARD
PROPERTY COMMITTEE
MINUTES OF JULY 8, 2025

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

Present: Gerald Earing, Craig Monson, Gina Manker, Dan Myers, Jack Vietti, Seth Welch, Robert Weller

Absent: None

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

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

The committee reviewed the minutes from the June 3, 2025 meeting. *Motion by Weller, second by Monson to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

Letter of Interest – Route 66 Property – Hartley reported that a letter of interest had been submitted by local residents regarding the property along Route 66, formerly known as Livingston Manor. The proposal outlines plans to purchase the property for development into a campground intended to serve travelers along Route 66 and I-55. The Committee discussed that the property is currently under lease to a farmer and considered the necessary steps prior to a potential sale. These steps include environmental testing, possible tree removal, removal of a burn pile, and placing the property out for bid. The Committee also discussed potential attorney and testing fees the county would incur. It was concluded that the sale of the property is not being considered at this time. *Motion by Weller, second by Welch to not consider the sale of the Route 66 property. MOTION CARRIED ON ROLL CALL VOTE.* **Ayes:** Gerald Earing, Craig Monson, Dan Myers, Jack Vietti, Seth Welch, Robert Weller **Nays:** Gina Manker

FY2026 Budget & Capital Requests – Johnson reported that the budget requests reflect increased costs for utilities across all buildings, including gas, electricity, sewage, water, as well as expenses related to tree removal and building maintenance and repairs.

Johnson reported the following capital requests:

- **\$9,000** for the purchase and installation of two 2” Belimo isolation valves on the hot water supply piping for both Fulton Pulse Boilers at the Historical Courthouse.
- **\$5,000** to purchase parts to repair one Baltimore Aircoil tower fan, including the fan assembly, bore bushing, bearings, and fan shaft.
- **\$15,000** for winter maintenance to Chiller 1 at the Law and Justice Center to repair a refrigerant leak. This includes recovering all refrigerant from the unit, replacing both suction butterfly valves, and replacing all six refrigerant leak valves.
- **\$95,284** to upgrade the comfort cooling and heating control program and replace outdated components at both the Law & Justice Center and Historical Courthouse. This includes entering into a five-year agreement ending on 11/30/2030.

Motion by Manker, second by Weller to recommend approval of all budget and capital requests and forward to the Finance Committee. MOTION CARRIED WITH ALL AYES. Ayes: Gerald Earing, Craig Monson, Dan Myers, Jack Vietti, Seth Welch, Robert Weller *Nays:* Gina Manker

Monthly Department Report – Johnson reviewed the monthly department report with the Committee, a copy of which is included in the minutes.

Johnson reported ongoing issues with temperature control in both courtrooms, noting that he is managing the imbalance until Johnson Controls is able to set the appropriate system limits.

Johnson also stated that he is in the process of obtaining a quote to replace the water heaters at the Jail, exploring the possibility of installing a single, unified system.

Regarding the roofing project, Johnson reported that progress is being made, with slate shingles now being removed. He noted dissatisfaction with the selected weathered paint color and has requested alternative color options. Structural engineers have been on site and are expected to present a structural repair plan soon.

Hartley reported that HEWN, the contractor for the Historic Courthouse Roof Project, submitted a change order requesting the County to pay for sales tax on leased equipment. Hartley explained that because the contractor is leasing the equipment rather than the County, the purchase is not tax-exempt. She is currently exploring alternative options; however, if the County were to lease the equipment directly, it would assume full liability. Hartley stated she will provide an update as more information becomes available.

Earing reported that the Public Health Administrator provided clarification regarding a new program the Health Department is participating in through the use of the new drive-thru facility. According to a letter from Fogarty, the Health Department has received approval from the Board of Health to take part in the SuN Program (Summer Nutrition Program for Kids). This program provides a free, shelf-stable, seven-day supply of breakfast and lunch for children ages 1–18. The program is funded by the USDA and the Illinois State Board of Education (ISBE), and participation is subject to specific guidelines. Meals must be distributed via the drive-thru to a parent or guardian who has registered their child(ren). Meals cannot be delivered off-site, and due to safety concerns, walk-ups are not permitted-only individuals in vehicles can be served.

Approval of Bills – The Committee reviewed the monthly bills. *Motion by Vietti, second by Manker 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 Earing to adjourn. MOTION CARRIED WITH ALL AYES.

The meeting adjourned at 5:52 p.m.

Jordan Uselding,
Executive Assistant

Facility Manager Report

June 2025

To: Public Property Committee
From: Shawn Johnson

Public Safety Complex

Hot Water Expansion tank needs replaced.

Law and Justice Center

Boiler Project – XCell Mechanical has been notified they are the contractor for install

Historic Court House

Received revised quote from Johnson Controls for upgrading building controls at Law and Justice and Historic. Quote now starts December 1, 2025.

Health and Education Building

Torrance

Highway Department

Water Street Building

DRAFT

Facility Manager Report

July 2025

To: Public Property Committee

From: Shawn Johnson

Public Safety Complex

Hot Water Expansion tank needs replaced.

Law and Justice Center

Boiler Project – XCell Mechanical will be starting the removal of 1 boiler the week of 7/28. The new boiler is at their shop and is being dismantled and getting ready for the August install.

Historic Court House

Health and Education Building

Torrance

Replacing the hot water heater in Achieve the week of 7/28

Highway Department

Water Street Building