

Van Buren County Building Authority Organizational Meeting Minutes January 12, 2021

Board of Commissioners Room, 2nd Floor Administration & Land Services Building

1. Notes for Record

- a. This meeting is held under the Open Meetings Act as an entirely physical meeting with no remote component.
- b. This annual organizational meeting is required to be held in the first three weeks of January of each year pursuant to Article V, Section 5, of the Articles of Incorporation as adopted by the Van Buren County Board of Commissioners on July 12, 2016, for the purpose of selecting its officers for the year and any other organizational business. The exact date and time for this meeting was established at the September 8, 2020 regular meeting.
- c. The official public notice for this meeting specifies that any normal non-organizational business may also be considered at this meeting.
- d. Notes on Building Authority Commissioners and Secretary:
 - i. The term of Commissioner Robert Linderman, reappointed by the Van Buren County Board of Commissioners on December 12, 2017, for a new three-year term that commenced January 1, 2018, through December 31, 2020, has ended, and he was reappointed by the Van Buren County Board of Commissioners on November 10, 2020, for a new three-year term ending December 31, 2023. He has taken the required Oath of Office and thus remains a Commissioner for 2021.
 - ii. The term of Commissioner Wayne D. Nelson, reappointed by the Van Buren County Board of Commissioners on December 10, 2019, for a new three-year term that commenced on January 1, 2020, and ends December 31, 2022. He has taken the required Oath of Office and thus remains a Commissioner for 2021.
 - iii. The term of Commissioner Paul DeYoung, reappointed by the Van Buren County Board of Commissioners on November 13, 2018, for a new three-year term that commenced January 1, 2019, and ends December 31, 2021. He has taken the required Oath of Office and thus remains a Commissioner for 2021.
 - iv. Trisha Nesbitt remains a Commissioner as the incumbent County Treasurer.
 - v. Ryan J. Post remain a Commissioner as the incumbent Chief Financial Officer of the County.
 - vi. County Clerk Suzie Roehm, as the incumbent in that office, remains automatically the Secretary and Official Filing Officer of the Building Authority.

2. Call to Order and Determination of Quorum

The meeting was called to order at 10:00 a.m. by Wayne D. Nelson, Chairperson from 2020, as provided by Article V, Section 5, of the Articles of Incorporation. Present: Robert Linderman, Wayne D. Nelson, Paul DeYoung, Trisha Nesbitt and Ryan Post. A quorum (5 of 5) is present.

3. Approval of Agenda

Chairperson Nelson asked for unanimous consent to approve the agenda, and with no objections, the agenda was approved.

4. Selection of Officers for 2021

Motion by DeYoung, support by Linderman to select Wayne Nelson as Chairperson for 2021, Paul DeYoung as Vice-Chairperson for 2021, and Trisha Nesbitt as Treasurer for 2021 and thereafter until a successor is selected. Motion carried unanimously. Nelson remains in Chair.

5. Organizational Items

- a. Rules of Procedure were reviewed, and no changes were offered.

- b. Confirmation of the previously approved 2021 meeting schedule. Motion by DeYoung, support by Linderman, to confirm the 2021 Regular Meeting Schedule and the 2022 Organizational Meeting as established at the September 8, 2020 regular meeting. Motion carried unanimously.
- c. There was no other organizational business.

6. Approval of Minutes of Regular Meeting held September 8, 2020

Motion by Nesbitt, support by Linderman, to approve the minutes of the regular meeting held September 8, 2020 as presented. Motion carried unanimously.

7. Public Comment

There was no public comment.

8. Items pertaining to Jail Addition & Renovation Project

- a. A general review of project status had no new items to address.
- b. A Project Cost & Budget Sheet was reviewed by the Board showing the amount remaining in the budget.
- c. Undersheriff Conklin confirmed that the storm drain repair project has resolved that issue.

9. Debt Service Payment

Motion by DeYoung, support by Linderman, to authorize payment of bond interest of \$66,301.25 due April 1, 2021, and any corresponding agent fees. Motion carried unanimously.

10. Other business

None.

11. Adjournment

There being no other business, the Chair adjourned the meeting at 10:14 a.m.

[s]

Suzie Roehm
Building Authority Secretary/County Clerk