

Van Buren County Building Authority Organizational Meeting Minutes January 14, 2020

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

1. Notes for Record

- a. 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 10, 2019 regular meeting.
- b. The official public notice for this meeting specifies that any normal non-organizational business may also be considered at this meeting.
- c. Notes on Building Authority Commissioners and Secretary:
 - i. The term of Commissioner Wayne D. Nelson, appointed by the Van Buren County Board of Commissioners on July 12, 2016, for a term ending December 31, 2019, has ended, and he was 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 2020.
 - ii. 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 on January 1, 2019, and ends December 31, 2021, has not ended and he remains a Commissioner for 2020.
 - iii. The term of Commissioner Robert Linderman, reappointed by the Board of Commissioners on December 12, 2017, for a new three-year term that commenced January 1, 2018, and ends December 31, 2020, has not ended and he remains a Commissioner for 2020.
 - 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 10:05 a.m. by Wayne D. Nelson, Chairperson from 2019, as provided by Article V, Section 5, of the Articles of Incorporation. Present: Robert Linderman, Wayne D. Nelson and Ryan Post. Members Nesbitt and DeYoung are attending out of county meetings. A quorum 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 2020

Motion by Linderman to select Wayne Nelson as Chairperson for 2020, Paul DeYoung as Vice-Chairperson for 2020, and Trisha Nesbitt as Treasurer for 2020 and thereafter until successors are selected. Motion carried unanimously. Nelson remains in Chair.

5. Organizational Items

- a. Rules of Procedure were reviewed and no changes were recommended.
- b. Discussion of dates, times and location of 2020 meetings.

Motion by Linderman to establish the 2020 Regular meeting schedule and the 2021 Organizational meeting as follows, with all meetings to be held in the Board of Commissioners Room, 2nd Floor, 219 E Paw Paw St, Paw Paw MI 49079:

Tuesday May 12, 2020 10:00 a.m.

Tuesday September 8, 2020 10:00 a.m.

Tuesday, January 12, 2021 10:00 a.m.

Motion carried unanimously.

c. There was no other organizational business.

6. Approval of Minutes of Special Meeting held December 11, 2019

Motion by Linderman to approve the minutes of the special meeting held December 11, 2019 as presented. Motion carried unanimously.

7. Public Comment

There was no public comment.

8. Items pertaining to Jail Addition & Renovation Project

- a. Jeff Hall provided an update on the storm drain repair. The damaged area was located and fixed by Aleksich Excavating. Clean Earth Environmental was brought in to scope the drain and found some water and sand at approximately 47 feet. It was recommended that it be vacuumed out. Undersheriff Conklin reported that there were no leaks during a heavy rain after the repairs were completed. Previous repairs done to the drain years ago were not done properly.
- b. A Project Cost & Budget Sheet was reviewed by the Board showing the amount remaining in the budget.
- c. The storm drain repair project came in under bid.
- d. There were no other project items.
- e. Motion by Linderman to approve payment to Aleksich Excavating in the amount of \$8,870.00. Motion carried unanimously.

<u>Amount</u>	<u>Vendor</u>	<u>Invoice#</u>	<u>Reason</u>
\$ 8,870.00	Aleksich Excavating	10302	Repair jail storm drain

9. Debt Service Payment

Motion by Post to authorize payment of bond interest of \$68,021.25 due April 1, 2020, 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 10:37 a.m.

[s]

Suzie Roehm
Building Authority Secretary/County Clerk