

**Van Buren County Building Authority
Special Meeting Minutes
December 11, 2019**

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

1. Note for the Record

This Special Meeting was called by the Chairperson. The official Special Meeting Notice was sent to each Commissioner and posted at the office of the County Clerk, in the County Administration Building, and on the Building Authority's pages at the county's website vbco.org on December 9, 2019. That notice specified the following purposes for this meeting:

- a. The status of a damaged storm drain exiting from the jail, and whether to award a repair contract based upon existing bids or updates thereto, or to seek new bids.
- b. The actual award the such contract to repair.
- c. Other matters that may relate to the jail.
- d. Any other regular-type business that may come before the Commission.

2. Call to order and Determination of Quorum

The meeting was called to order at 4:32 p.m. by Chairperson Wayne D. Nelson. Present: Ryan Post, Wayne D. Nelson, Paul DeYoung and Trisha Nesbitt. A quorum is present. Robert Linderman arrived at 4:33 p.m.

3. Approval of Agenda

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

4. Approval of Minutes of Regular Meeting Held September 10, 2019

Motion by DeYoung, support by Nesbitt, to approve the minutes of the regular meeting held September 10, 2019 as presented. Motion carried unanimously.

5. Public Comment

There was no public comment.

6. Items pertaining to Jail Addition & Renovation Project

- a. The Jail Addition and Renovation Project Costs sheet was reviewed.
- b. There is a damaged storm drain at the jail site which was previously recommended by the Building Authority to be fixed. Bids were received in 2017 but no work has been done. Building & Grounds Director Jeff Hall has been unable to make contact with Aleksich Excavating, LLC, however Undersheriff Conklin has been in contact. Discussion as how to proceed.
Motion by Linderman, support by Post, to seek written confirmation from Aleksich Excavating, LLC, that the bid previously submitted remains valid and that the company is capable of completing the job by January 31, 2020, as well as provide all necessary insurance documents in writing. If these items are received the Board will honor the original bid. If these items are not received Director Hall is instructed to act as an agent for the Building Authority and seek new bids to be opened and acted upon at the January 14, 2020 meeting. Motion carried unanimously.
- c. Cell 1-8 locks are still on track.

7. Other Business

None.

8. Adjournment

There being no other business, the Chair adjourned the meeting at 5:19 p.m.

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Suzie Roehm,
Building Authority Secretary/County Clerk