

**Van Buren County Building Authority  
Regular Meeting Minutes  
May 14, 2019**

**Board of Commissioners Room, 2<sup>nd</sup> Floor Administration & Land Services Building**

**1. Note for Record**

Karen Makay was a Commissioner as the incumbent County Treasurer. She retired as County Treasurer on January 15, 2019, and her appointed successor Trisha Nesbitt assumed office on January 16, 2019. Upon that occurrence and her taking the statutory Oath of Office, Trisha Nesbitt became a Building Authority Commissioner as the incumbent County Treasurer.

**2. Call to Order and Determination of Quorum**

The meeting was called to order at 10:04 a.m. by Chairperson Wayne D. Nelson. Present: Robert Linderman, Wayne D. Nelson and Trisha Nesbitt. Paul DeYoung and Ryan Post are absent. A quorum (3 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. Approval of Minutes of Organizational/Regular Meeting held January 8, 2019**

Motion by Linderman, support by Nesbitt, to approve the minutes of the organizational/regular meeting held January 8, 2019 as presented. Motion carried unanimously.

**5. Public Comment**

There was no public comment.

**6. Items pertaining to Jail Addition & Renovation Project**

- a. All projects have been completed and paid in their entirety. A Full Unconditional Waiver has been received from Miller-Davis Company.
- b. A Project Cost & Budget Sheet was not presented for review.
- c. Chairman Nelson has contacted Architect Vetne to inquire if there are any final formal documents that are required to be completed. Motion by Nesbitt, support by Linderman, to declare that the Construction Phase of the Jail Addition and Renovation Project is completed, and that the Chairperson or Secretary are authorized to sign any documents needed to implement this declaration. Motion carried unanimously.
- d. There were no other project items.

**7. Bills for Approval**

There were no bills submitted for approval.

**8. Debt Service Payment**

For the \$5,150,000 Van Buren County Building Authority, Building Authority Bonds, Series 2017, payment was made on March 29, 2019, for bond interest of \$69,491.25 due April 1, 2019, and the annual \$500.00 agent fee was paid April 9, 2019. We will meet in September to authorize the next bond payment.

**9. Other business**

None.

**10. Adjournment**

There being no other business, the Chair adjourned the meeting at 10:17 a.m.