

## Van Buren County Building Authority Regular Meeting Minutes August 14, 2018

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

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

The meeting was called to order at 10:00 a.m. by Chairperson Wayne D. Nelson. Present: Robert Linderman, Wayne D. Nelson, Stephen Vicenzi, Paul DeYoung and Karen Makay. A quorum is present.

**2. Approval of Agenda**

Amendment to agenda to strike Vice Chair Stephen Vicenzi in ~~Chair~~ Chair in absence of Wayne Nelson. Chairperson Nelson asked for unanimous consent to approve the amended agenda, and with no objections, the amended agenda was approved.

**3. Approval of Minutes of Regular Meeting held February 13, 2018**

Motion by MAKAY, second by LINDERMAN, to approve the minutes of the regular meeting held July 10, 2018 as presented. Motion carried unanimously.

**4. Public Comment**

There was no public comment.

**5. Items Pertaining to Jail Addition & Renovation Project**

a. A project overview was given by B&G Director Hall. Restoration of the construction staging area is complete. Jail is still having roof leak issues. Discussion regarding the warranty coverage on the roof applying to possible installation deficiencies.

Motion by LINDERMAN, second by MAKAY, to have Jeff Hall attempt to resolve roof leak issue with Firestone if deemed necessary for a reinspection. Motion carried unanimously.

Jeff Hall gave update regarding sewer pump failures. Pump is out for repair now. Alternative options will be discussed once the pump is repaired and reinstalled. Mr. Hall is currently working on getting updated bids to fix storm water drainage issue in the jail.

b. A Project Cost & Budget Sheet was prepared by Vicenzi and reviewed by the Board.

c. A contingency allowance sheet was provided for review and adjustment #04 was submitted for approval today. Motion by VICENZI, second by LINDERMAN, to approve contingency allowance adjustment #04. Motion carried unanimously.

i. Original Miller-Davis contract contingency allowance	\$220,000.00
ii. Less Prior Approved Adjustment #01-#03	<u>\$177,256.25</u>
iii. Current remaining contingency balance	\$ 42,743.75
iv. Total of submitted Adjustment #04	<u>\$ 40,709.00</u>
v. <b>Remaining contingency balance</b>	<b>\$ 2,034.75</b>

d. Review of Payment Application #15, #16 and #17. There was a consensus to defer payment of Application #17 for further review.

e. Nelson announced that the performance and bond claim from Graybar Electric against Linear Electric in the amount of \$57,357.69, has been fully paid and resolved.

f. There were no other project items.

**6. Bills for Approval**

Motion by VICENZI, second by MAKAY, to approve payment of Payment Application #15, #16, and Bouma-Betten Construction in the amount of \$315,620.40. Motion carried unanimously.

<u>Amount</u>	<u>Vendor</u>	<u>date</u>	<u>Invoice#</u>	<u>Reason</u>
\$ 291,592.91	Miller-Davis Company	2018-06-14	Payment 15	15 <sup>th</sup> progress payment
17,280.49	Miller-Davis Company	2018-07-13	Payment 16	16 <sup>th</sup> progress payment
6,747.00	Bouma-Betten Constr	2018-07-16	44830	EIFS repair
<u>\$ 315,620.40</u>	Total of bills approved			

**7. Other Business**

There was no other business.

**8. Adjournment**

There being no other business, the Chair adjourned the meeting at 11:17 a.m.

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Beth Saidla  
Building Authority Acting Secretary/ Chief Deputy County Clerk