

**Van Buren County Building Authority
Regular Meeting Minutes
June 12, 2018**

Board of Commissioners Room, 2nd 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 and Stephen Vicenzi. Paul DeYoung and Karen Makay absent and excused. A quorum is present.

2. Approval of Agenda

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

3. Approval of Minutes of Regular Meeting held May 8, 2018

Motion by VICENZI to approve the minutes of the regular meeting held May 8, 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 Architect Vetne. Occupancy was obtained on May 18th. There are still punch list items left to complete. The new elevator inspection is scheduled for today. Roofing system was inspected, and minor corrections were needed. A shower drain leak was also repaired. A final invoice from Miller-Davis will be submitted after the punch list is completed.

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

c. i. Motion by LINDERMAN to approve the quote from S.A. Morman & Co. for new windows in two doors, minus the sales tax, for an amount of \$1,354.57. Motion carried unanimously.

ii. DLZ has submitted a proposed Amendment A to the contract for an increase of \$10,000. Discussion that the delays were not created by the County. Motion by NELSON to approve the amendment. Roll Call Vote: Vicenzi – No, Linderman – No, Nelson – No. Yes: 0; No: 3, motion failed.

d. There have been no changes to the contingency fund.

i. Original Miller-Davis contract contingency allowance	\$220,000.00
ii. Less Prior Approved Adjustments #01-#03	<u>177,256.25</u>
iii. Current remaining contingency balance	\$ 42,743.75

e. The Consent of Surety has been received and Payment #14 was released.

f. For informational purposes, it was noted that Graybar Electric has provided a Notice of Bond Claim for \$54,357.69 against Linear Electric for non-payment.

g. There were no change orders.

h. There were no other project items.

i. Motion by LINDERMAN to approve the payment of bills in the amount of \$8,177.29. Motion carried unanimously.

<i>Amount</i>	<i>Vendor</i>	<i>Invoice#</i>	<i>Reason</i>
677.29	S.A. Morman & Co.	SQ39568	50% advance pay/windows in doors
<u>7,500.00</u>	DLZ	138287	Contract Services
<u>\$ 8,177.29</u>	Total of bills		

7. Other Business

There was no other business.

8. Adjournment

There being no other business, the Chair adjourned the meeting at 10:30 a.m.

|s| _____
Suzie Roehm
Building Authority Secretary/County Clerk