

Van Buren County Building Authority Regular Meeting Minutes December 12, 2017

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, Stephen Vicenzi, Paul DeYoung. 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 November 14, 2017

Motion by VICENZI, second by DEYOUNG, to approve the minutes of the regular meeting held November 14, 2017 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. Architect Vetne presented a new completion schedule for the project with March 6, 2018 as the new target date, however, believes occupancy won't be until April. B&G Director Jeff Hall advised that a meeting was held with vendors to better coordinate work being done. Jail Administrator Delarosa spoke regarding a new program and the impact of the extension for completion.
- b. A Project Cost & Budget Sheet was prepared by Vicenzi for review. Vicenzi inquired if the extension for completion would have a major impact on the budget and there are no indications that it does.
- c. None.
- d. Payment Application #9 has been submitted and reviewed.
- e. There were no change orders.
- f. Remaining bills were reviewed including a credit for a previous invoice from EPS that was reversed.

6. Bills for Approval

Motion by VICENZI, second by DEYOUNG, to approve payment of bills in the amount of \$775,196.67 as presented. Motion carried unanimously.

<u>Amount</u>	<u>Vendor</u>	<u>Invoice#</u>	<u>Reason</u>
\$ 721,829.80	Miller-Davis Company	Payment 9	9 th progress payment
3,650.00	DLZ	137688	Services thru 11/10/2017
3,724.62	DLZ	137549	Services thru 11/20/2017
46,125.00	Engineered Protection Systems	J322480	Equip install per PO 235718C
<u>-132.75</u>	Engineered Protection Systems	S459875 CR	Reverse invoice approved 11/14/2017
<u>\$775,196.67</u>	Total of bills		

7. Reappointment of Commissioner Linderman

The Board of Commissioners approved the reappointment of Robert Linderman to the Van Buren County Building Authority on November 28, 2017. A correction is needed for the expiration date of the term, which is December 30, 2020, and a new resolution has been submitted. County Clerk Roehm administered the oath to Commissioner Linderman.

8. 2018 Organizational Meeting

Motion by DeYoung, second by Vicenzi, to schedule the 2018 Organizational Meeting for Tuesday, January 16th, 2018 at 11 a.m. in the Board of Commissioners Room. Motion carried unanimously.

9. Other Business

Commissioner DeYoung inquired about the status of the Paw Paw Street closure and who will be maintaining it during inclement weather. Jeff Hall will obtain information and provide it to the board regarding the closure and will address the maintenance of the road and sidewalks within his department.

10. Adjournment

There being no other business, the Chair adjourned the meeting at 10:35 a.m..

|Suzie Roehm

Suzie Roehm
Building Authority Secretary/County Clerk