

## Van Buren County Building Authority Regular Meeting Minutes September 12, 2017

### 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; Karen Makay; a quorum is present.

**2. Approval of Agenda**

Motion by MAKAY, second by DEYOUNG, to approve the agenda as presented. Motion carried unanimously.

**3. Approval of Minutes of Regular Meeting held August 8, 2017**

Motion by LINDERMAN, second by VICENZI, to approve the minutes of the regular meeting held August 8, 2017 as presented. Motion carried unanimously.

**4. Public Comment**

There was no public comment.

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

- a. Architect Vetne advised that construction is out of the ground and working upward. The current priority is completion of the 2<sup>nd</sup> floor medical area and the goal is to have 2<sup>nd</sup> floor occupancy by early October. Construction is approximately one month behind schedule. Undersheriff Hunt advised that DOC inspections are being done throughout the building process.
- b. A Project Cost Sheet was prepared by Vicenzi for review. The project is proceeding as budgeted.
- c. There are contingency adjustments under development and will be presented at the next meeting.
- d. Payment Applications #5 and #6 have been submitted and reviewed.
- e. There were no change orders.
- f. There were no other project items for discussion.

**6. Bills for Approval**

Motion by DEYOUNG, second by LINDERMAN, to approve payment of bills in the amount of \$874,006.50 Motion carried unanimously.

<i>Amount</i>	<i>Vendor</i>	<i>Invoice#</i>	<i>Reason</i>
\$ 326,434.27	Miller-Davis Company	Payment 5	5 <sup>th</sup> progress payment
489,801.64	Miller-Davis Company	Payment 6	6 <sup>th</sup> progress payment
25,477.71	DLZ	137264	Professional services through 7/21/2017
24,438.17	DLZ	137292	Professional services through 8/18/2017
1,443.00	MNJ Technologies	3534639	APC custom rack enclosure
5,688.38	MNJ Technologies	3546657	Cisco switch, transceiver, stack
723.33	MNJ Technologies	3547219	Cisco 24/7 service on switch
<b>\$874,006.50</b>	<b>Total of bills</b>		

**7. Other business**

Undersheriff Hunt advised that booking is now being done again in Paw Paw instead of South Haven. He stated that Building & Grounds has assisted with the project, and special projects, whenever requested with immediate response.

**8. Adjournment**

There being no other business, the Chair adjourned the meeting at 10:32 a.m.

[s]

\_\_\_\_\_  
Suzie Roehm  
Building Authority Secretary/County Clerk