

**Van Buren County Building Authority
Regular Meeting Minutes
April 11, 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 10:04 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 March 14, 2017

Motion by VICENZI, second by LINDERMAN, to approve the minutes of the regular meeting held March 14, 2017 as presented. Motion carried unanimously.

4. Bills for Approval

Motion by DEYOUNG, second by MAKAY, to approve payment of bills in the amount of \$11,020.45. Motion carried unanimously.

<u>Amount</u>	<u>Vendor</u>	<u>Invoice#</u>	<u>Reason</u>
\$10,020.45	DLZ	136791	Professional service through 3/17/2017
<u>1,000.00</u>	Don R Gilchrist & Associates	17-121	Survey for jail project legal description
\$11,020.45 Total of Bills			

5. Public Comment

There was no public comment.

6. Items pertaining to Jail Addition & Renovation Project

- a. B&G Director Jeff Hall reported on project status. Construction work has started. Communication between project workers and jail staff as each phase progresses. Fuel tank is empty and will be removed after soil samples are complete and results received, approximately 30 days. Neighbors will be contacted regarding road closures for the crane during removal.
- b. Motion by Makay, second by Vicenzi, to approve the purchase order numbers 235718A, 235718B, and 235718C for jail security upgrades with Engineered Productions Systems, Inc., in the amount of \$242,000.00. Motion carried unanimously.
- c. Treasurer Makay provided an update on the bond issue closing with Chemical Bank. Huntington Bank is the paying agent. First payment will be due October 1st.
- d. The Building Authority will need to get a new Executive Director due to Administrator Cultra's upcoming retirement.

7. Other business

There was no other business.

8. Adjournment

There being no other business, the Chair adjourned the meeting at 10:37 a.m.