

**Van Buren County Building Authority  
Regular Meeting Minutes  
March 14, 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 VICENZI, to approve the agenda as presented. Motion carried unanimously.

**3. Approval of Minutes of Regular Meeting held February 14, 2017 and Special Meeting held February 27, 2017.**

Motion by LINDERMAN, second by MAKAY to approve the minutes of the regular meeting held February 14, 2017 and special meeting held February 27, 2017 as presented. Motion carried unanimously.

**4. Bills for Approval--There were no bills submitted for approval.**

**5. Public Comment--There was no public comment.**

**6. Items pertaining to Jail Addition & Renovation Project**

- a. Architect Jason Vetne and B&G Director Jeff Hall reported on pre-construction meeting that was held. Next progress meeting to be held March 30<sup>th</sup> and mobilization to begin April 1, 2017. Discussion of time line on fuel storage tank removal.
- b. Architect Jason Vetne provided an overview of the Standard Form of Agreement. Motion by MAKAY, second by LINDERMAN, to authorize and direct the Building Authority Chairperson to execute the Standard Form of Agreement, AIA Forms A101 and A201, being the contract between the Building Authority and Miller-Davis Company, dated February 27, 2017, for the Jail Addition and Renovation Project. Roll Call Vote: LINDERMAN – Yes; VICENZI – Yes; NELSON – Yes; DEYOUNG – Yes; MAKAY – Yes; 5 – Yes; 0 – No; Motion carried unanimously. Note: The executed contract documents are on file with the Building Authority Secretary/County Clerk.
- c. Treasurer Makay and Administrator Cultra presented information on selling the bonds at a negotiated sale or private placement instead of a competitive sale. Motion by LINDERMAN, second by VICENZI, to adopt the Amendment to Bond Resolution to sell the Bonds to CFC Capital and authorize the Treasurer to complete agreement. Roll Call Vote: LINDERMAN – Yes; VICENZI – Yes; NELSON – Yes; DEYOUNG – Yes; MAKAY – Yes; 5 – Yes; 0 – No; Motion carried unanimously. This resolution will be included with the abstract of bond issue documents to be on file with the Building Authority Secretary/County Clerk.
- d. Statements from DLZ will be submitted to the Building Authority first and then sent to the Board of Commissioners for payment.
- e. Other project items: None.

**7. Other business--There was no other business.**

**8. Adjournment --There being no other business, the Chair adjourned the meeting at 10:48 a.m.**