

Van Buren County Building Authority Organizational Meeting Minutes January 11, 2022

Conference Room, 3rd Floor Administration & Land Services Building

1. Notes for Record

- a.** This meeting is held under the Open Meetings Act as an entirely physical meeting with no remote component.
- b.** This annual organizational meeting is required to be held in the first three weeks of January of each year pursuant to Article V, Section 5, of the Articles of Incorporation as adopted by the Van Buren County Board of Commissioners on July 12, 2016, for the purpose of selecting its officers for the year and any other organizational business. The exact date and time for this meeting was established at the January 12, 2021 organizational meeting.
- c.** The official public notice for this meeting specifies that any normal non-organizational business may also be considered at this meeting.
- d.** Notes on Building Authority Commissioners and Secretary:
 - i.** The term of Commissioner Robert Linderman, reappointed by the Van Buren County Board of Commissioners on November 10, 2020, for a new three-year term commencing on January 1, 2021, and ending December 31, 2023, or until a successor is appointed. He has taken the required Oath of Office and thus remains a Commissioner for 2022.
 - ii.** The term of Commissioner Wayne D. Nelson, reappointed by the Van Buren County Board of Commissioners on December 10, 2019, for a new three-year term commencing on January 1, 2020, and ending on December 31, 2022, or until a successor is appointed. He has taken the required Oath of Office and thus remains a Commissioner for 2022.
 - iii.** The term of Commissioner Paul DeYoung, reappointed by the Van Buren County Board of Commissioners on November 13, 2018, for a new three-year term that commencing on January 1, 2019, and ending on December 31, 2021, or until a successor is appointed. The Board of Commissioners has his reappointment on its agenda for later today, but he remains in office by holding over until such reappointment. He has taken the required Oath of Office and thus remains a Commissioner for this meeting 2022.
 - iv.** Trisha Nesbitt remains a Commissioner as the incumbent County Treasurer.
 - v.** Ryan J. Post remains a Commissioner as the incumbent Chief Financial Officer of the County.
 - vi.** County Clerk Suzie Roehm, as the incumbent in that office, remains automatically the Secretary and Official Filing Officer of the Building Authority.

2. Call to Order and Determination of Quorum

The meeting was called to order at 10:00 a.m. by Wayne D. Nelson, Chairperson from 2021, as provided by Article V, Section 5, of the Articles of Incorporation. Present: Robert Linderman, Wayne D. Nelson, Paul DeYoung, Trisha Nesbitt and Ryan Post. A quorum is present.

3. Approval of Agenda

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

4. Selection of Officers for 2021

Motion by Linderman, support by Post to select Wayne Nelson as Chairperson for 2022, Paul DeYoung as Vice-Chairperson for 2022, and Trisha Nesbitt as Treasurer for 2022, and thereafter until a successor is selected. Motion carried unanimously. Nelson remains in Chair.

5. Organizational Items

- a.** Rules of Procedure were reviewed, and no changes were offered.

- b. Motion by DeYoung, support by Linderman, to establish the 2022 Regular Meeting Schedule and the 2023 Organizational Meeting as established at the January 11, 2022 meeting. Motion carried unanimously.
- c. There was no other organizational business.

6. Approval of Minutes of Regular Meeting held September 8, 2020

Motion by Nesbitt, support by DeYoung, to approve the minutes of the organizational meeting held January 12, 2021 as presented. Motion carried unanimously.

7. Public Comment

There was no public comment.

8. Items pertaining to Jail Addition & Renovation Project

- a. A general review of project status had no new items to address.
- b. A Project Cost & Budget Sheet was reviewed by the Board showing the amount remaining in the budget.
- c. Sheriff Abbott, Undersheriff Conklin and Jail Administrator DeLaRosa present and discussed a safety issue with the block divider walls in the bathrooms. The walls need to be at an angle. Motion by Linderman, support by Nesbitt, to approve Miller-Davis to perform the needed alterations to the walls in the amount of up to \$16,000 and authorization to pay the invoice upon completion and inspection. Motion carried unanimously.

9. Debt Service Payment

Motion by Linderman, support by Post, to authorize Treasurer Nesbitt to pay the issue as follows:

- a. Interest of \$64,266.25 due April 1, 2022.
- b. Interest of \$64,266.25, and principal of \$230,000.00, due October 1, 2022.
- c. Any corresponding agent fees.

Motion carried unanimously.

10. Other business

None.

11. Adjournment

There being no other business, the Chair adjourned the meeting at 10:21 a.m.

Is

Suzie Roehm
Building Authority Secretary/County Clerk