



COUNTY MICHIGAN

OAKLAND COUNTY BUILDING AUTHORITY

OAKLAND COUNTY EXECUTIVE L. BROOKS PATTERSON

JAY SHAH, Chairperson  
ANDY MEISNER, Vice-Chairperson &  
O.C. Treasurer  
DONALD SNIDER, Secretary  
JAMELE HAGE  
L. BROOKS PATTERSON, O.C. Executive

MINUTES  
REGULAR MEETING  
Wednesday, December 12, 2018

The regular meeting of the Oakland County Building Authority was called to order by *Chairman Meisner* at 9:08 a.m. in the Facilities Management Conference Room of the Public Works Building (95W), Waterford, Michigan.

**BUILDING AUTHORITY MEMBERS PRESENT**

Andy Meisner – Vice Chairperson and County Treasurer  
Donald Snider – Secretary  
Doug Williams – County Executive, designee

**BUILDING AUTHORITY MEMBERS ABSENT**

Jay Shah – Chairperson  
Jamele Hage – Committee Member

**OTHERS PRESENT**

Shawn Phelps – Chief, Fiscal Services  
Mark Williams – Accountant, Fiscal Services  
Ed Joss – Manager, Facilities Management  
Carmelo Moyet – Project Manager, Facilities Management  
Matt MacDougall – Project Manager, Facilities Management  
Nan Chenoweth – Secretary, Facilities Management

**APPROVAL OF AGENDA**

It was moved by *Mr. Williams* and seconded by *Mr. Snider* to approve the agenda dated December 12, 2018.

Yeas: 3 Nays: 0 Absent: 2 Motion Carried.

**APPROVAL OF MINUTES**

It was moved by *Mr. Williams* and seconded by *Mr. Snider* to approve the minutes dated November 7, 2018.

Yeas: 3 Nays: 0 Absent: 2 Motion Carried.

**COMMENTS FROM PUBLIC**

No comments from the public at this time.

**ANIMAL SHELTER PROJECT – UPDATE**

Mr. MacDougall gave the members a brief overview of the commission work being done at the Animal Shelter project. Mr. MacDougall stated they meet on a weekly basis and the commission is going well.

Ms. Phelps asked if we will need additional activities for the new things they decide we need to work on. Mr. Joss stated yes but we will not be addressing these things along the way. Mr. Joss stated we are going to find them all and put them in a report and then whatever we determine needs to be done we will have to bring to the Building Authority for their review and approval.

Mr. Mark Williams asked if the correct activity is contingency for the JMK Consultants invoice. Mr. Joss said yes.

**ANIMAL SHELTER PROJECT – INVOICES**

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
JMK Consultants	11/21/18	594	\$1,700.00
<b>Total</b>			<b>\$1,700.00</b>

It was moved by *Mr. Williams* and seconded by *Mr. Snider* the invoices for the Animal Shelter project be approved.

Yeas: 3 Nays: 0 Absent: 2 Motion carried.

**INFRASTRUCTURE – STEAM TUNNEL PROJECT UPDATE**

Mr. Moyet explained the Grainger invoice is for a sump pump. Mr. Moyet reported the Steam Tunnel is collecting more water than the structured concrete allows to flow underneath it, so water is backing up by the access panel. Mr. Moyet reported we are using the sump pump to remove water from the access panel out to the swell. Mr. Moyet stated the sump pump was set into place on the floor so if maintenance needs to work in that area they can move the sump pump out of their way.

Ms. Phelps reported there is approximately \$400,000 dollars left in the project which is the interest earned. Ms. Phelps stated there were so many projects the interest earned was not allocated to the projects. Ms. Phelps stated she believes Mr. Holdsworth and someone from Information Technology will be getting together to discuss the top priority projects should use the remaining funds and they will be bringing the information back to the Building Authority for review and approval.

**INFRASTRUCTURE PROJECT – INVOICES**

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
Grainger	11/19/18	9009331894	\$166.98
<b>Total</b>			<b>\$166.98</b>

It was moved by *Mr. Williams* and seconded by *Mr. Snider* the invoices for the Infrastructure-Steam Tunnel portion of this project be approved.

Yeas: 3 Nays: 0 Absent: 2 Motion carried.

**OTHER BUSINESS**

No other business at this time.

**NEXT REGULAR MEETING**

The next regularly scheduled meeting is on *Wednesday, January 9, 2019 at 9:00 a.m.*

The meeting was adjourned at 9:16 a.m.

Respectfully submitted,

  
\_\_\_\_\_  
Jay Shah, Chairperson

  
\_\_\_\_\_  
Donald Snider, Secretary

cc: Planning and Building (after signed)

CERTIFICATION

STATE OF MICHIGAN    )  
                                  ) ss.  
COUNTY OF OAKLAND )

I, the undersigned, do hereby certify that the foregoing is a true and complete copy of the minutes of the meeting of the Oakland County Building Authority held in the Conference Room of the Public Works Building, One Public Works Drive, Waterford, Michigan, on December 12, 2018, the original of which is on file in the Chairman's journal in the Administrative Area of the Facilities Planning & Engineering Division.

  
\_\_\_\_\_  
Donald Snider, Secretary

