



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

MINUTES
REGULAR MEETING
Wednesday, June 12, 2019

The regular meeting of the Oakland County Building Authority was called to order by *Chairman McPherson* at 9:00 a.m. in the Facilities Management Conference Room of the Public Works Building (95W), Waterford, Michigan.

BUILDING AUTHORITY MEMBERS PRESENT

Eric McPherson – Chairperson
Andy Meisner – Vice Chairperson and County Treasurer
Donald Snider – Secretary
Doug Williams – County Executive, designee
Jamele Hage – Committee Member

BUILDING AUTHORITY MEMBERS ABSENT

OTHERS PRESENT

Shawn Phelps – Chief, Fiscal Services
Mark Williams – Accountant, Fiscal Services
Michael Timm – Director, Information Technology
Art Holdsworth – Director, Facilities Management
Ed Joss – Manager, Facilities Management
Carmelo Moyet – Project Manager, Facilities Management
Matt MacDougall – Project Manager, Facilities Management
Nan Chenoweth – Secretary, Facilities Management
Terri Jackson – Secretary, Facilities Management

APPROVAL OF AGENDA

It was moved by *Mr. Meisner* and seconded by *Mr. Williams* to approve the agenda dated June 12, 2019.

Yeas: 5 Nays: 0 Absent: 0 Motion Carried.

APPROVAL OF MINUTES

It was moved by *Mr. Williams* and seconded by *Mr. Meisner* to approve the minutes dated May 8, 2019.

Yeas: 5 Nays: 0 Absent: 0 Motion Carried.

COMMENTS FROM PUBLIC

No comments from the public at this time.

ANIMAL SHELTER PROJECT – UPDATE

Mr. MacDougall gave an update on the Commissioning at the Animal Shelter project.

ANIMAL SHELTER PROJECT – INVOICES

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
JMK Consultants	05/09/19	#690	\$ 720.00
JMK Consultants	05/17/19	#692	\$1,260.00
		Total	<u>\$1,980.00</u>

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

Yeas: 5 Nays: 0 Absent: 0 Motion carried.

INFRASTRUCTURE - IT PROJECTS UPDATE

Mr. Timm gave the members a plan of what the left over \$300,000 from the bond proceeds will be utilized on. Mr. Meisner asked what bond language the left-over money falls under. Ms. Phelps stated there is a line item in the bonds that reads technology equipment, basically a very general broad description. Ms. Hage stated we are being asked to approve this left-over bond money for IT equipment when we haven't even seen the bond paperwork to assure this meets the scope. Ms. Hage suggested we develop a process for left over bond money. Ms. Hage suggested we request bond counsel to submit a memo to the Building Authority stating the left-over bond money meets the scope of the bonds.

The committee agreed to table the approval of the bond money being used for IT equipment until a memo is received from bond counsel.

It was moved by *Ms. Hage* and seconded by *Mr. Meisner* to request anytime a bond issuance is done and under the purview of this board, bond counsel will issue a memorandum to this board as to the scope and uses of what the bond can be used for.

Yeas: 5 Nays: 0 Absent: 0 Motion carried.

INFRASTRUCTURE – STEAM TUNNEL – INVOICES

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
SME	05/17/19	#96091	\$6,168.20
		Total	<u>\$6,168.20</u>

It was moved by *Mr. Williams* and seconded by *Ms. Hage* the invoices for the Steam Tunnel project be approved.

Yeas: 5 Nays: 0 Absent: 0 Motion carried.

OTHER BUSINESS

- 1) Ms. Chenoweth introduced Terri Jackson to the Committee.
- 2) Ms. Chenoweth informed the group Michael Timm requested going first due to having a conflict with another meeting.
- 3) Mr. Meisner reported the Building Authority in Livingston County has dissolved, Wayne County did not answer & Macomb County does not have a chairman. Mr. Meisner suggested we contact the following counties Washtenaw, Lapeer, Ingham & and Ms. Hage will reach out to Wayne to talk about their Building Authority process.

NEXT REGULAR MEETING

The next regularly scheduled meeting is on *Wednesday, July 10, 2019 at 9:00 a.m.*

The meeting was adjourned at 9:29 a.m.

Respectfully submitted,


Eric McPherson, Chairperson


Donald Snider, Secretary

cc: Planning and Building (after signed)



SIGN-IN SHEET

Oakland County Building Authority
 Wednesday, June 12, 2019

Print Name	Job Title	Department/Organization	Signature
Eric McPherson	Chairman	Board Member	<i>Eric McPherson</i>
Andy Meisner	Vice Chairman	Board Member	<i>Andy Meisner</i>
Donald Snider	Secretary	Board Member	<i>Donald Snider</i>
Jamele Hage	Committee Member	Board Member	<i>Jamele Hage</i>
Doug Williams	Committee Member	Board Member	<i>Doug Williams</i>
Shawn Phelps	Chief	Fiscal Services	<i>Shawn Phelps</i>
Mark Williams	Accountant	Fiscal Services	<i>Mark Williams</i>
Art Holdsworth	Director	Facilities Management	<i>Art Holdsworth</i>
Ed Joss	Manager	Facilities Planning & Engineering	<i>Ed Joss</i>
Nan Chenoweth	Secretary	Facilities Planning & Engineering	<i>Nan Chenoweth</i>
<i>Tere Jackson</i>			<i>Tere Jackson</i>
<i>Mike Timm</i>	<i>DIRECTOR</i>	<i>J.T.</i>	<i>Mike Timm</i>
<i>MAT MADDIGAN</i>	<i>PROJECT MANAGER</i>	<i>F.P.E.</i>	<i>MAT MADDIGAN</i>
<i>CARMELO MOYET JR</i>	<i>FAC. PROJ. MANAGER</i>	<i>F.P.E.</i>	<i>Carmelo Moyet Jr</i>