



OAKLAND
COUNTY MICHIGAN

OAKLAND COUNTY BUILDING AUTHORITY

OAKLAND COUNTY EXECUTIVE L. BROOKS PATTERSON

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, May 8, 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 – Chairman
Ross Gavin – Vice Chairperson and County Treasurer, designee
Donald Snider – Secretary
Doug Williams – County Executive, designee

BUILDING AUTHORITY MEMBERS ABSENT

Jamele Hage – Committee Member

OTHERS PRESENT

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

APPROVAL OF AGENDA

Ms. Chenoweth informed the committee members the date on the May 8, 2019 agenda is incorrect for next month's meeting it reads May 8, 2019 and it should read June 12, 2019. Mr. McPherson pointed out his name is spelled wrong on page 13 at the signature line. It was moved by *Mr. Williams* and seconded by *Mr. Gavin* to approve the agenda dated May 8, 2019 with the above changes.

Yeas: 4 Nays: 0 Absent: 1 Motion Carried.

APPROVAL OF MINUTES

It was moved by *Mr. Williams* and seconded by *Mr. Snider* to approve the minutes dated April 10, 2019.

Yeas: 4 Nays: 0 Absent: 1 Motion Carried.

COMMENTS FROM PUBLIC

No comments from the public at this time.

BUILDING AUTHORITY PROCESS IN OTHER COUNTIES – DISCUSSION

Mr. McPherson suggested we speak with other County Building Authority's to see how they operate. Mr. Holdsworth asked who would be reaching out to the other County Building Authority's. Mr. Gavin offered for the Treasurer's office to reach out to the surrounding counties (Wayne, Macomb and Livingston County) to set up a meeting for a committee member to attend one of Oakland County's Building Authority meeting to present on how their County Building Authority operates.

ANIMAL SHELTER PROJECT – UPDATE

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

ANIMAL SHELTER PROJECT – INVOICES

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
JMK Consultants	04/08/19	673	\$ 900.00
JMK Consultants	04/24/19	686	\$ 720.00
		Total	<u>\$1,620.00</u>

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

Yeas: 4 Nays: 0 Absent: 1 Motion carried.

INFRASTRUCTURE - IT PROJECTS UPDATE

a) Left Over Bond Money from the Steam Tunnel Project

Mr. Timm reported it was decided the left-over money from the bonds will be given to Information Technology to use. Ms. Phelps informed the committee when the Steam Tunnel project is complete there will be just over \$315,000 plus interest left over.

b) Mr. Moyet gave an update on the Steam Tunnel project.

INFRASTRUCTURE – STEAM TUNNEL – INVOICES

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
SME	04/08/19	95111	\$5,526.73
		Total	<u>\$5,526.73</u>

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

Yeas: 4 Nays: 0 Absent: 1 Motion carried.

OTHER BUSINESS

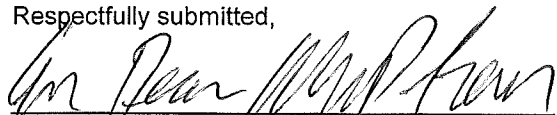
Ms. Chenoweth informed the committee members their per diem will be going from \$35.00 a meeting to \$90.00 a meeting starting in May 2019.

NEXT REGULAR MEETING

The next regularly scheduled meeting is on *Wednesday, June 12, 2019 at 9:00 a.m.*

The meeting was adjourned at 9:24 a.m.

Respectfully submitted,


Eric McPherson, Chairperson


Donald Snider, Secretary

cc: Planning and Building (after signed)



SIGN-IN SHEET

Oakland County Building Authority
 Wednesday, May 8, 2019

Print Name	Job Title	Department/Organization	Signature
Eric McPherson	Chairman	Board Member	Eric McPherson
Andy Meisner	Vice Chairman	Board Member	[Signature]
Donald Snider	Secretary	Board Member	Donald Snider
Jamele Hage	Committee Member	Board Member	Absent
Doug Williams	Committee Member	Board Member	Doug Williams
Shawn Phelps	Chief	Fiscal Services	Shawn Phelps
Mark Williams	Accountant	Fiscal Services	Mark Williams
Art Holdsworth	Director	Facilities Management	See below
Ed Joss	Manager	Facilities Planning & Engineering	Absent
Nan Chenoweth	Secretary	Facilities Planning & Engineering	Nan Chenoweth
Mike Timm	DIRECTOR	I. T.	Mike Timm
Carmelo Moyer Jr	Fac. Pros. Mgr.	FMO	Carmelo Moyer Jr
Nan MacDonau	SR. FAC. PROS. MNGR.	FP	Nan MacDonau
Art Holdsworth	DIRECTOR	FM	Art Holdsworth

