

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, October 10, 2018

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

**BUILDING AUTHORITY MEMBERS PRESENT**

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

**BUILDING AUTHORITY MEMBERS ABSENT**

None

**OTHERS PRESENT**

Mark Newman – Director, Public Services  
Bob Gatt – Manager, Animal Shelter  
Joanie Toole – Chief, Animal Shelter  
Michael Timm – Director, Information Technology  
Carl Wilson – Manger, Information Technology  
Shawn Phelps – Chief, Fiscal Services  
Mark Williams – Accountant, Fiscal Services  
Ed Joss – Manager, Facilities Management  
Matt MacDougall – Project Manager, Facilities Management  
Nan Chenoweth – Secretary, Facilities Management

**APPROVAL OF AGENDA**

It was moved by *Mr. Meisner* and seconded by *Ms. Hage* to approve the agenda dated October 10, 2018 with the removal of item #5 Settlement Agreement & Release for Phoenix Center including #5a Memo from Jody Hall, Corp Counsel & #5b Settlement Agreement & Release until a later date.

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 September 12, 2018.

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

Mr. Shah stated in the September 12<sup>th</sup> meeting minutes it was mentioned that John Axe, Bond Counsel stated we can use the remaining money from the Animal Shelter project on another project. Mr. Axe requested someone speak with Mr. Daddow to get clarification. Mr. Shah asked Mr. Joss what the outcome was of the conversation with Mr. Daddow. Mr. Joss said he did not speak with Mr. Daddow because he thought Ms. Conforti was taking care of this and he has not heard anything from her on this matter. Ms. Phelps stated she would speak with Ms. Conforti to find out if she spoke with Mr. Daddow and if so what the outcome was. Ms. Hage requested if it is approved to use the left-over Animal Shelter money on another project that we should receive this information in writing.

**COMMENTS FROM PUBLIC**

No comments from the public at this time.

**ANIMAL SHELTER PROJECT – UPDATE**

The following two (2) items for the Animal Shelter project were presented to the Committee for their review and approval. Mr. Joss introduced to the Committee Mr. Gatt, Manager and Ms. Toole, Chief from the Animal Shelter.

- a) Project Estimate & Quote for Fencing - \$40,884.80

It was moved by *Mr. Williams* and seconded by *Mr. Meisner* the Animal Shelter Project Estimate & Quote for Fencing for this project be approved.

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

- b) Project Estimate & Quote for Existing Building Commissioning Services - \$45,080.00

It was moved by *Ms. Hage* and seconded by *Mr. Snider* the Animal Shelter Project Estimate & Quote for Existing Building Commissioning Services for this project be approved.

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

**INFRASTRUCTURE – IT PROJECTS UPDATE**

Mr. Joss introduced Michael Timm who is the Director of Information Technology.

**INFRASTRUCTURE PROJECT – INVOICES**

**UCC NETWORK EQUIPMENT REPLACEMENT PHASE I PROJECT**

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
Presidio	09/05/18	3008401704123	\$1,277,322.00
<b>Total</b>			<b>\$1,277,322.00</b>

It was moved by *Mr. Williams* and seconded by *Ms. Hage* the invoice for the Infrastructure-UCC Network Equipment Replacement Phase I portion of this project be approved.

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

**OTHER BUSINESS**

No other business at this time.

**NEXT REGULAR MEETING**

The next regularly scheduled meeting is on **Wednesday, November 14, 2018 at 9:00 a.m.** but due to a lack of a quorum for this meeting the Committee decided to change the meeting to **Wednesday November 7, 2018 at 9:00 a.m.**

The meeting was adjourned at 9:41 a.m.

Respectfully submitted,

  
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Jay Shah, Chairperson

  
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Donald Snider, Secretary

cc: Planning and Building (after signed)

