

ERIC McPHERSON, Chairperson  
ANDY MEISNER, Vice-Chairperson &  
O.C. Treasurer  
DONALD SNIDER, Secretary  
JAMELE HAGE  
DAVID COULTER, O.C. Executive

MINUTES  
REGULAR MEETING  
Wednesday, September 11, 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**

Ross Gavin - Vice Chairperson and County Treasurer, designee  
Donald Snider - Secretary  
Doug Williams - County Executive, designee  
Eric McPherson - Chairperson

**BUILDING AUTHORITY MEMBERS ABSENT**

Jamele Hage - Committee Member

**OTHERS PRESENT**

Shawn Phelps - Chief, Fiscal Services  
Mark Williams - Accountant, Fiscal Services  
Art Holdsworth - Director, Facilities Management  
Ed Joss - Manager, Facilities Management  
Jason Warner - Supervisor, Facilities Management  
Matt MacDougall - Project Manager, Facilities Management  
Paul Zachos - Property Management, Facilities Management  
Nan Chenoweth - Secretary, Facilities Management  
Terri Jackson - Office Assistant, Facilities Management

**APPROVAL OF AGENDA**

It was moved by *Mr. Williams* and seconded by *Mr. Gavin* to approve the agenda dated September 11, 2019.

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 August 14, 2019.

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

**COMMENTS FROM PUBLIC**

No comments from the public at this time.

**EASEMENT FOR MICHIGAN FALLEN HEROES MEMORIAL**

It was moved by *Mr. Williams* and seconded by *Mr. Gavin* the Easement to be approved

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

**COVENANT DEED FOR LYON OAKS – INVOICE**

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
Oakland County Register of Deeds	08/07/2019	n/a	Total <u>\$30.00</u>

It was moved by *Mr. Williams* and seconded by *Mr. Gavin* the invoice for Lyon Oaks be approved.

**ANIMAL SHELTER PROJECT – UPDATE**

Mr. MacDougall updated the Building Authority members on the commissioning for the Animal Shelter project. Mr. Joss added that a new proposal plan for additional improvements will be presented at the next meeting in October.

**ANIMAL SHELTER PROJECT – INVOICES**

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
JMK Consultants	06/28/19	726	\$ 3,922.50
JMK Consultants	08/26/19	743	\$ 2,060.00
JMK Consultants	08/26/19	756	\$ 1,952.50
		Total	<u>\$ 7,935.00</u>

It was moved by *Mr. Snider* 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**

Mr. Joss updated the Building Authority members on the Steam Tunnel progress.

**STEAM TUNNEL PROJECT – INVOICES**

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
George W. Auch	06/30/19	35313	\$ 6,291.60
George W. Auch	07/31/19	35436	\$ 837.47
		Total	<u>\$ 7,129.07</u>

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

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

**STEAM TUNNEL PROJECT – CHANGE ORDER**

<u>Payable to</u>	<u>Date</u>	<u>CO #</u>	<u>Amount</u>
George W. Auch	08/13/19	1	\$ 16,458.00
		Total	<u>\$ 16,458.00</u>

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

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

**STEAM TUNNEL PROJECT – CHANGE ORDER**

<b><u>Payable to</u></b>	<b><u>Date</u></b>	<b><u>CO #</u></b>	<b><u>Amount</u></b>
George W. Auch	08/13/19	2	(\$ 9,328.93)

It was moved by *Mr. Williams* and seconded by *Mr. Gavin* the change order for the Steam Tunnel project be approved.

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

**OTHER BUSINESS**

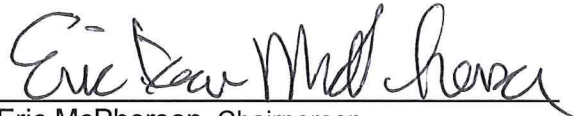
Mr. Snider asked if there was an update to the suggestion made at the last meeting to meet with other Building Authority members. Mr. Gavin stated they are waiting to hear back from Wayne and Macomb County's Building Authority. Livingston County Building Authority has disbanded. Follow up with a meeting with participating County's in 60 days.

**NEXT REGULAR MEETING**

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

The meeting was adjourned at 9:34 a.m.

Respectfully submitted,



Eric McPherson, Chairperson



Donald Snider, Secretary

cc: Economic Growth & Infrastructure (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 September 11, 2019, the original of which is on file in the Chairman's journal in the Administrative Area of the Facilities Planning & Engineering Division.

  
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Donald Snider, Secretary



SIGN-IN SHEET

Oakland County Building Authority  
 Wednesday, September 11, 2019

Print Name	Job Title	Department/Organization	Signature
Eric McPherson	Chairman	Board Member	<i>Eric McPherson</i>
Andy Meisner	Vice Chairman	Board Member	See below
Donald Snider	Secretary	Board Member	<i>Donald Snider</i>
Jamele Hage	Committee Member	Board Member	
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>
Terri Jackson	Office Assistant	Facilities Maintenance & Operations	<i>Terri Jackson</i>
Ross Gavin	Deputy Treasurer	Treasurer's Designee	<i>Ross Gavin</i>
Paul Zachos	Property Spec	FM	<i>Paul Zachos</i>
MATT MacDONALD	SENIOR FACILITIES PROJECT MANAGER	FP&E	<i>MATT MacDONALD</i>