

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

MINUTES
REGULAR MEETING
Wednesday, October 9, 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
Jamele Hage - Committee Member

BUILDING AUTHORITY MEMBERS ABSENT

None

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
Nan Chenoweth - Secretary, Facilities Management
Terri Jackson - Office Assistant, Facilities Management

APPROVAL OF AGENDA

It was moved by *Mr. Williams* and seconded by *Mr. McPherson* to approve the agenda dated October 9, 2019.

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

APPROVAL OF MINUTES

It was moved by *Mr. Williams* and seconded by *Mr. Gavin* to approve the minutes dated September 11, 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 and Mr. Joss gave an update on the Commissioning at the Animal Shelter project. Mr. Joss explained that the additional improvements outside the original scope of work will be presented to purchasing when the details are worked out. Mr. McPherson would like to know purchasing's response.

ANIMAL SHELTER PROJECT – INVOICES

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
JMK Consultants	09/08/19	761	\$ 1,625.00
JMK Consultants	08/10/19	743a-revised	\$ 2,120.00
JMK Consultants	08/10/19	743a-original	(\$ 2,060.00)
JMK Consultants	09/25/19	790	\$ 2,310.00
JMK Consultants	09/27/19	791	\$ 7,273.75
		Total	<u>\$ 11,268.75</u>

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

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

INFRASTRUCTURE - IT PROJECTS UPDATE

No updates reported.

IT NETWORK REPLACEMENT – INVOICES

<u>Payable to</u>	<u>Date</u>	<u>Invoice#</u>	<u>Amount</u>
CDW-G	09/18/19	TXX4557	\$ 303,224.00
CDW-G	09/25/19	VBW4137	\$ 12,526.72
		Total	<u>\$ 315,750.72</u>

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

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

OTHER BUSINESS

Mr. Holdsworth asked the board members about representatives from IT being present for updates and invoices. The committee members agreed they would like someone present for the meetings. Mr. Holdsworth said he would talk to Mr. Timm, Director of IT to have a representative attend the meetings.

Ms. Hage stated as a policy any County department or outside entity that wants approval from the Building Authority should have a representative attend meetings.

Mr. McPherson asked Mr. Holdsworth about touring the County Campus. Mr. Holdsworth said he could arrange a tour.

Ms. Hage asked if a county project list is available. Mr. Holdsworth offered the Committee Members the Capital Improvement plan, and a future project list.

Mr. McPherson asked Mr. Gavin the status of setting up a meeting with other County Building Authorities. Mr. Gavin stated he is still having issues getting in touch with a couple of counties. Mr. McPherson suggested hosting a meeting and invite the members from other counties Building Authority.

NEXT REGULAR MEETING

The next regularly scheduled meeting is on *Wednesday, November 13, 2019 at 9:00 a.m.*

The meeting was adjourned at 9:35 a.m.

Respectfully submitted,



Eric McPherson, Chairperson



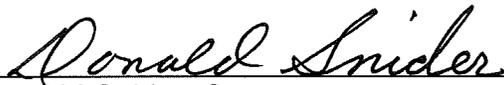
Donald Snider, Secretary

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 October 9, 2019, 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



SIGN-IN SHEET

Oakland County Building Authority
 Wednesday, October 9, 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 (Ross Gav.)</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>
Terri Jackson	Office Assistant	Facilities Maintenance & Operations	<i>Terri Jackson</i>
<i>MATT MACDOUGAL</i>	<i>SENIOR FACILITIES PROJECT MANAGER</i>	<i>FP&E</i>	<i>MATT MACDOUGAL</i>
<i>JASON WARWICK</i>	<i>SUPVISEUR FP&E</i>	<i>FP&E</i>	<i>JASON WARWICK</i>