

Ottawa County Building Authority

Approved Minutes

Date: January 12, 2023

Time: 8:01 AM

Place: Conference Room A, West Olive

Present: Gary Rosema, Terry Blanchard, Ron Frantz, Amanda Price, and John Gibbs

Others Present: Karen Karasinski, Patrick Waterman, Blake Upright, Sean Hayden, Jason Vetne, and Regina MacMillan

Action Items:

Subject: Agenda and Minutes

Motion: To approve the agenda for the January 12, 2023 Building Authority meeting and approve the minutes for the December 2, 2022 Building Authority meeting with the updated information.

Moved By: Frantz Supported By: Blanchard Carried

Subject: Election of Building Authority Officers

Motion: To elect Building Authority officers for 2023 as follows:

Chairperson – Rosema

Moved By: Blanchard Supported By: Frantz Carried

Vice Chairperson – Blanchard

Moved By: Frantz Supported By: Price Carried

Secretary – Price

Moved By: Blanchard Supported By: Frantz Carried

Subject: Appoint Building Authority Member to serve on the Ottawa County Insurance Authority

Motion: To appoint Gary Rosema to serve on the Insurance Authority.

Moved By: Frantz Supported By: Blanchard Carried

Subject: FOIA Officer

Discussed nominating Jack Jordan as FOIA Officer for Building Authority.

Discussion Item:

1. Hayden provided update on PCO28 with explanation of solution to inject bentonite columns for foundation waterproofing.

Information Items:

2. SMT Update: January 9, 2023 meeting consisted of introductions and project background information.
3. Hayden reviewed the project timeline. BP4 will be issued the end of January. It includes finishes, case and mill work and other general trade items. Roofing has started. Buist is providing a temporary transformer until the permanent one is delivered. Substantial completion is still scheduled for the end of October 2023.
4. Upright noted that stakeholders met with Interphase on January 11, 2023 to review furnishings. Vetne will follow up with Interphase on potential price increases.
 - a. Reviewed the following change orders: PCO12, PCO14, PCO17, PCO19, PCO20, PCO21, PCO25, PCO26, PCO27, and PCO28
5. Karasinski reviewed list of processed change orders and budget adjustments.

Meeting adjourned at 9:37AM

The next meeting is scheduled for February 9, 2023 at 8 a.m.