

# **BUILDING AUTHORITY**

## Proposed Minutes

**Date:** February 8, 2024

**Time:** 8:00 AM

**Place:** Fillmore Street Complex – Conference Room F

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

**Others In Attendance:** Taylor Pelton, Susan Franklin, Blake Upright, Karen Karasinski, Jason Vetne, Laura Timmer, and Abby Moser

### **Call To Order**

Meeting called to order at 8:06 AM by Chair Rosema. A quorum was present.

### **Approval Of Consent Items**

Motion: By Frantz to approve consent items 1 and 2 from agenda.

Second: Blanchard

Motion carried. Yeas: Rosema, Frantz, Blanchard, Price, and Gibbs (5)

### **Public Comment**

None.

### **Presentations**

None.

### **Action Items**

#### **1. Elections**

Motion: By Frantz to elect Gary Rosema to remain as Chair of the Building Authority.

Second: Blanchard

Motion carried. Yeas: Rosema, Frantz, Blanchard, Price, and Gibbs (5)

Motion: By Price for the previously elected Secretary and Treasurer to remain in their elected roles until the completion of the Family Justice Center project.

Second: Frantz

Motion carried. Yeas: Rosema, Frantz, Blanchard, Price, and Gibbs (5)

## **Discussion Items**

1. Closed Session: Correspondence with Legal Counsel  
Motion: By Price for closed session.  
Second: Frantz  
Motion carried. Yeas: Rosema, Frantz, Blanchard, Price, and Gibbs (5)
2. Change Orders authorized by County Administrator Gibbs Since 1/8/24 Building Authority Meeting
3. IPD Contingency Balance and Proposed Change Orders
4. Legal Services Contract
  - a. Authorized Signers
5. Contracted Services – Blake Upright
  - a. Authorized Signers  
Motion: By Price to approve the contracts for Blake Upright and Legal Services at the discretion of Fiscal Services.  
Second: Blachard  
Motion carried. Yeas: Rosema, Frantz, Blanchard, Price, and Gibbs (5)
6. Owner's Cost Approval Process
  - a. Authorized Signers

## **Information Items**

1. Update on Family Justice Center Project
  - a. February SMT Meeting  
Motion: By Price to approve the final cleaning costs totaling \$25,000.00.  
Second: Frantz  
Motion carried. Yeas: Rosema, Frantz, Blanchard, Price, and Gibbs (5)
  - b. Project Schedule
  - c. Project Budget and Finances
  - d. Mural Update from Susan Franklin

**Next Meeting:** Thursday, March 14, 2024, at 8 a.m. – Conference Room F

**Adjournment** 9:47 AM

Respectfully Submitted

Abby Moser