

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Friday, January 6, 2023**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Robert V. Belleman, Tim Novak, Bill Smith, Leon Turnwald, Ann-Marie Batkoski

Absent:

Others: Jake Golden (Spence), Ben LeBlanc (Granger), Greg Bator (WKA) Kelly Studer (Dow Event Center), Steve St. John (Dow Event Center) Tony DePelsmaecker (Maintenance Director), Zack Robinson (MMIA), Norm Bamberger (MMIA), Krystal Irvine (MMIA) Bonnie Kanicki (SCACC Director) Jaime Ceja (Controller's Office)

- I. **CALL TO ORDER:** Chairman Belleman called the meeting to order at 10:33 a.m.
- II. **ROLL CALL:** Chairman Belleman requested roll call. Jaime Ceja took roll call and declared all members present and quorum established.
- III. **PUBLIC COMMENT:** None
- IV. **APPROVAL OF MINUTES OF DECEMBER 1, 2022:** Member Batkoski moved to approve December 1, 2022 meeting minutes, seconded by Member Novak. Motion passed.
- V. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN: SPENCE BROTHERS**
  1. **Potential Change Orders:**
    - a. **PCO #059 – Elevator Phone Line** – Current elevators have phone line but they do not work and are not salvageable. A new law in MI allows for cellular service. We need the phone lines to pass inspection. POT lines may be available with AT&T and Johnson Controls. Kelly stated that they can get a quote for the POTS line, AT&T was the old provider. Jake will have the information and quotes at the next meeting. Member Smith asked to confirm that the contract is a 1 year contract with no auto-renewal.

Member Smith made a motion to approve PCO#059. Member Novak supported. The motion passed (5-0).
  2. **Chiller Update** - Ties with American Arena have been severed permanently for the Dow Event Center project, but they are still active with Spence as arbitration continues. Spence is close to contracting with another company. Member Smith asked if there would be a warranty and who would provide maintenance. Jake stated yes, it would be a full warranty covered by Spence for 60-90 days, further because the company would be contracted with Spence; Spence would contract locally for Preventative Maintenance (PM). John E. Green was contracted previously and would come in after the 1 year initial warranty period to do PM. Jake further stated that he will have a timeline next week. Member Smith asked if there were any concerns about soft ice. Jake stated that Spence relies on Joaquin and he has not voiced concerns. By next week the sensors will be hooked up and the ice will be able to be monitored closely. Chairman Belleman stated that at one point the HVAC system diffusers were directed at the ice and were causing an issue, Jon Block had them adjusted and the issue ceased. Kelly stated that they give ice surveys to referees, opposing teams, and Saginaw Spirit. Nobody has returned any of

the survey's. If there was an issue, we believe we would hear about it. Jake stated that he will turn over data collected to Steve.

3. **Elevator Schedule** – Vendor is installing the hoist in the NE shaft today. Elevators are scheduled to be here the week of January 16. They will need a few parking spots for staging, Jake is attempting to steer clear of the ADA spots. It will take 5 weeks to install and then they will move to the SW side. There is lighting control training on Monday. NE will be done mid-January and SW done in February.
4. **Roof Leaks** – The price from Helms is just under \$40,000, that covers the arena, theater and Redroom. Since there is minimal wind there have been no issues. Member Smith asked if they had pictures of the control joints, Jake texted pictures to Chairman Belleman. Tony asked if there will be a warranty. Jake stated he would check. Member Batkoski asked for a quick overview of the issue as she was not at the last meeting. Chairman Belleman offered an overview. Chairman Belleman stated he would like to caulk the joints.

Member Smith made a motion to approve the roof repairs, not to exceed \$40,000.00.

Member Novak supported. The motion passed (5-0).

5. Project Update – \$137,000 in contingency.
6. Other

- a. **Parking Garage Door Locks** – The stairwells need the locks to be repaired/replaced. The cost for the locks was \$6770 for both stairwells.

- b. **Door Frames** – Jake stated that the door frames have been rusted out on the bottom and recommends replacing them. Jake did not have a price at this time.

Member Novak made a motion to approve the door lock repairs and door frame repairs, not to exceed \$15,000.00. Member Batkoski supported. The motion passed (5-0).

## VI. SCACC RESOURCE CENTER: BEN LEBLANC: GRANGER

### 1. Potential Change Orders:

- a. **PCO #029– Lighting Controls** – This is the total cost to modify controls in cat surrender and dog holding areas. Previous electrical engineer grouped controls in separate areas of the shelter. Greg stated he is unsure why he did that. If left as is, a control in one area would turn off lights in a separate area possibly leaving someone in an unsafe/dark situation. Ben stated that it is unlikely that they would pass inspection if left as is. Greg stated that Kibbe, Granger, and the sub-contractor didn't catch the issue. Member Batkoski asked who the second bidder was, Ben stated he would get that information for the next meeting. Member Turnwald stated that we paid extra to have this put in the plan and now we are paying to fix it. Greg asked if the Chairman would like him to review the Standard of Care? Chairman Belleman stated no. Ben stated that in his experience this would not have been caught, when bidding a job the sub bids exactly what's in front of them, no more. Cost \$11,500

Member Smith made a motion to approve PCO #029. Member Novak supported. The motion passed (5-0).

- b. **PCO #031 - Humidifier Lines** – This is in reference to the Backup IT server room, please ensure that costs are allocated to IT. The waterline was an omission on Granger's side. Chairman Belleman asked about the omitted markup as we are approving a dollar amount that will ultimately be different. Ben stated that there is no markup because mark up was already in contingency. Member

Smith stated that contingency is gone. Chairman Belleman stated that he wants the 7% markup added to the PCO's going forward. Ben agreed. Cost \$2,757.85. Member Batkoski made a motion to approve PCO #031. Member Smith supported. The motion passed (5-0).

c. **PCO #033 – DSS 1 & 2 Power Connections** – Power to DSS, relation to cooling for main data center. This should be allocated to the IT budget. There was power shown on the plans however a split system requires 4 feeds and there are only 2 on the plans. Greg stated that Kibbe missed the feed to the inside units. Chairman Belleman asked if the same engineer that designed the lighting controls also designed this. Greg stated yes. Cost \$6,971.99.

Member Turnwald made a motion to approve PCO #033. Member Novak supported. The motion passed (5-0).

d. **PCO#034** – Soffit above Sound Wall between 209/211 – This potential change order is to build a soffit around the duct work running above the sound wall between 209/211. The interior walls went up before the duct work was installed, so this was discovered after the duct work was complete. Cost \$2,183.00.

Member Batkoski made a motion to approve PCO #034. Member Novak supported. The motion passed (5-0).

2. **Project Update** – The interior doors are painted and hung. Plumbing fixtures and 2 small rooftop units installed. Utilities install complete. DSS set and dog park fencing complete.

a. **IT Server Room Flooring** – Tony stated that there are no floor drains in the server room and that the racks should be elevated. Chairman Belleman asked if the current equipment in its current location is on racks now? Tony stated yes. Ben stated that the room will be cold and dry which is why the humidifiers are installed. Chairman Belleman asked who designed the space, is there an industry standard for IT Server Room Design, he further asked Tony to speak to Joshua Brown and Mark Angliss to see if there is an industry standard and what it is. Chairman Belleman asked Ben if this room was in a high-risk category for flooding. Ben stated it was low risk. Jaime will add this to the agenda going forward.

3. **Other** –

a. **Ceiling Tile Absorption** – Tiles are approved and MDARD has signed off. Chairman Belleman asked if the tiles were installed? Ben stated, no, they are waiting for the HVAC install.

b. **Dog Fencing Absorption** – Dr. Scott said the panels we are installing may warp. Ben stated that Blue Sky has done animal centers and they have used a treated piece of 2x6 pressure treated wood for the top, middle and bottom of the fences with no issues. It would over \$30,000 to remove at this point. Member Novak asked how long would this take to warp? Ben reiterated the process stated previously (above). No changes to be made.

c. **Medical Gas Equipment** - Chairman Belleman asked if we are clear on this topic. Ben stated yes, nothing was ordered, and piping was unnecessary.

**VII. DOW EVENT CENTER: STEVE ST. JOHN: GENERAL MANAGER, KELLY STUDER: FINANCE DIRECTOR**

1. **Other** – The Saginaw Spirit is bidding for the 2024 Memorial Cup. The board watched a video of Mr. Craig Goslin at a news conference where he announced the bid. Member Batkoski asked what the buy in is from community partners, this shouldn't just be the County, can we get repairs done on time, will there be delays due to supply chain issues? Chairman Belleman stated that with the CVB involved buy in is good. Member Smith stated that while the plan is aggressive, it's doable. There are no major equipment items, a lot of cosmetic items. We will find out in March if we are awarded the bid. Steve stated that we should look to the state for funding. He is unsure about ASM contributing. Member Smith stated that this would be a long-term benefit to ASM. Member Smith asked if this needed to be presented to the Board of Commissioners. Chairman Belleman stated that if approved today the resolution is going before the BOC's at next week's County Services Committee meeting.

Member Turnwald made a motion to send the Resolution (2023-01) to the Board of Commissioners. Member Novak supported. The motion passed (5-0).

2. **Parking Arm** - Wireless System is with Kelly Suppes for RFP prep. She may have questions or need help. Chairman Belleman stated that obtaining wireless to the parking arms is separate from the building wireless.

**VIII. OTHER ISSUES/CONCERNS:**

1. **Other** – Member Smith confirmed that on the plans for The Dow Event Center (Memorial Cup plans) are positioned in the N as upward. Greg stated yes.

**IX. NEXT MEETING:** February 2, 2023 at 10:30 a.m.

**X. ADJOURNMENT:** Member Novak moved to adjourn the meeting; supported by Member Turnwald. The meeting was adjourned at 12:14 p.m.