

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday May 4, 2023**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

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

Absent:

Others: Jake Golden (Spence), Sam Struble (Spence), Ben LeBlanc (Granger) Greg Bator (WKA)  
Rick Kasten (BlueSky via Telephone), Steve St. John (The Dow Event Center), Tony  
DePelsMaeker (Maintenance), Bonnie Kanicki (Animal Control), Jaime Ceja (Controller's  
Office), Kelly Suppes (Purchasing/Risk Management)

- I. **CALL TO ORDER:** Chairman Belleman called the meeting to order at 10:30 a.m.
- II. **PUBLIC COMMENT:** None
- III. **APPROVAL OF MEETING MINUTES OF April 6, 2023:** Member Turnwald moved to approve meeting minutes of April 6, 2023. Member Novak supported. Motion passed.
- IV. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**
  1. **Chiller Status** – Entered into a contract for the permanent chiller and parts are ordered. Disney on Ice will still be on temporary chiller ice. Confirmed chiller will be coming in modules and will be brought in the mechanical room door.
  2. **Elevator Status** – Kone, John E. Green and J. Rancke are all in agreement that the NE elevator will be turned over by end of May. The SW elevator should go quicker as we now have experience with the NE elevator.
  3. **Project Status** – The elevators and the caulking of the roof joints is all that remain. Waiting for nicer weather to caulk the roof joints but expect it to be done within the next month. There was one issue with the hard wind and rain, and it was leaking in the same 3 areas we have already identified. We are confident the caulking will alleviate the leaks.
- V. **MEMORIAL CUP UPGRADES: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**
  1. **Potential Change Orders:**
    - a. **PCO#002** (Executed) PCO to remove and replace existing arena ceiling. Change orders for all 3 phases (Owners, Memorial Cup, Elevators) are now approved. Project is being broken up into 4 bid packages, Packs 1 & 2 Spence will secure 2-3 prices. Pack 3 are finishes and suites. Pack 4 is the theater and back of house. Spence believes they can bid traditionally but some projects like the courtyard work, will get 3 quotes and choose the least expensive and start work.
    - b. **PCO#004** (Executed) Remove and replace existing arena ceiling \$874,130.
  2. **Project Schedule Status** – Spence has started covering seats, machinery is in, the ceiling has been removed. Ceiling tile grid will be completely out by the end of the week. Suite remodel will require steel work, adding steel to accommodate weight issues. Two companies declined to bid, and one is submitting bid. There is a lot of work in a short amount of time, we expect multiple shifts possible six or seven days a week. There is an August 1<sup>st</sup> completion target to accommodate Disney on Ice. When the Jehovah's witness come in, Spence will work around them. The seat covering will need to be

removed and replaced. Member Smith pointed out the Tri-City Acoustical bid had a lot of exclusions. Jake stated that we did not need those services so there was no need to include them. Member Smith also asked if there was a contingency. Jake stated, yes there is a contingency to work overtime but we may have to come back to the Building Authority. Chairman Belleman asked if the ceiling was worth anything as scrap. Jake stated yes, there will be a credit for scrapping the ceiling. Jake confirmed that Tri-City Acoustical is also working at SCACCRC currently.

**VI. SCACC RESOURCE CENTER: BEN LEBLANC, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION**

**1. Potential Change Orders -**

**a. PCO#046** – Bulletin No. 3 – Add 3’-0” Gate to separate isolation dog runs – Documents were never forwarded to the fencing contractor, so this error was Granger’s, therefore cost has been split 50/50. Chairman Belleman asked about the dog runs and the fencing. Rick stated, there was discussion that a gate should be added, this is a preference. The original drawings did not have a gate. Ben stated that this is more about the number of dogs in the runs, why are the runs so large and not separated as much? Rick stated that each yard could accommodate 2 or 3 dogs at a time. Chairman Belleman stated that sometimes a dog requires walking on their own vs. with other dogs. Chairman Belleman asked if Rick knew if Michigan Humane has large yards or smaller runs? Rick stated that it is common to have larger areas vs. smaller runs. Rick stated he was unsure about the dog yard at Michigan Humane. Chairman Belleman asked Rick to please find out. **Cost \$6138.00 50% = \$3,069.00.**

**b. PCO#047** – RFI 115 X-ray power – Voltage does not match the rough in, the correct wire is an upsize conductor. Greg stated this appears to be a Kibbe error. Regarding VanHerweg Electric Member Batkoski stated that the quote needs to be more accurate/detailed and show the math specifically in deducting the cost of the original work. Member Smith asked if Member Batkoski would like that in the motion to approve the PCO. Member Batkoski stated no, she did not, but wanted Ben to communicate to VanHerweg. **Cost \$9,483.00**

**c. PCO#048 – Emergency responder coverage (ERCES System)** – Bid received from Summit Fire Protection, who works with the county, this is a system that they believe will be approved. We are 99% sure we will have coverage and meet the need of the emergency responders. **Cost \$32,412.00**

Member Smith made a motion to approve PCO#46, PCO#047, PCO#048. Member Batkoski supported. Motion passed (5-0).

**2. Oxygen Tank Enclosure** – Future PCO, there is a specific volume of oxygen that will need to be stored. Code does not specify that an enclosure is needed however the fire inspector says we need an enclosure. Member Smith asked what are the exceptions? Rick stated that the inspector’s position is that the building was designed years ago and since then Kochville has adopted more stringent codes. Under the new codes oxygen needs to meet NFPA99 standards but per NFPA99 standards veterinary hospitals do not need to comply. The fire chief is asking for the whole plan in writing before approval. Ben asked to have this conversation offline with Greg, Rick and the fire chief Brandon. Rick stated we could move the tanks outside, but there will be cost involved.

3. **Roof Top Units** – 10 of the 11 will be here by May 15<sup>th</sup>. We can be granted temporary tenancy with 10 of the units. The manufacturer is pushing delivery of number 11 by May 26. Flooring and painting will start the week of May 22<sup>nd</sup>. The crane has been scheduled for that week.
4. **Cat Colony Kennels** – Chairman Belleman stated that we were looking at the possibility of converting two rooms of cat kennels to dog kennels in the Cat Isolation room to accommodate stray and surrender dogs for a seven-day quarantine hold period. The number of dogs we get in the shelter far outweighs the cats and to have 32 cat kennels seems lopsided. The space was walked with Dr. Bill Cline and the issue is that you have a possibly sick dog who is showing no symptoms at intake, being walked through the entire shelter, and being housed in general population. Rick stated that he does not advise this. This was a discussion and the square footage had to be shrunk in size to fall within the budget. The idea was that the dog would be walked around the outside of the building. Chairman Belleman stated that is; if the owner and animal control know the dog is ill, what if the dog shows no signs of illness and 4 days later shows signs of kennel cough, the general population has been exposed. If the weather is inclement there is nobody who is going to walk outside around the building to house the dog. Ben stated that the main hallway runs the entire building. Rick stated that it may be a red flag to MDARD to have mixed species in the same area. RTU's may be different for cat area vs. dog area. Chairman Belleman stated he will send a follow up email.
5. **Dishwasher** – Specs on the dishwasher, cycle time, efficiency – Ben stated that the dishwasher has a selectable time at 2-4-6 minutes and a 27" opening.
6. **Food Bowls** – Are the updated food bowls on order, 2-quart food and 4 quart water – Chairman Belleman asked if the dishwasher will accommodate the riveted bowls? The 1-quart food bowls will fit 2 cups of food, if more is being given are we overfeeding the animals? Abbe, ACO did recommend the larger bowls. Chairman Belleman asked when the dishwasher was spec'd what was the determination of how often food bowls would be washed. Bonnie stated that bowls are washed daily. Rick stated that it's an operational decision. Chairman Belleman stated he will take the conversation offline.
7. **Project Status** – Landscapers are onsite, they will seed the dog runs first. Road striping will be done Monday/Tuesday of next week.
8. **Other** –
  - a. Tony stated that he sent a list to Ben and Ben did respond. There was a question about the gas piping paint color. Tony would like yellow, and the fire inspector said it needed to be black. Tony stated that it's a safety issue.
  - b. Ben stated that he will talk to fire chief about the gas piping paint and the oxygen hold.

**VII. THE DOW EVENT CENTER: STEVE ST. JOHN, GENERAL MANAGER, THE DOW EVENT CENTER**

1. **Training – Parking Garage Pay Arms** - Once the elevator goes into operation, we are 1 step away from collecting money at the parking ramp. The auto pay arms do work now, staff just needs training.
2. **Bridge Painting Project** – The artist will park the supply truck off of Symphony Lane.
3. **Event Bookings** – Casting Crowns which is a religious rock band is in tonight and there is a luncheon with 300 people this afternoon.
4. **Other** –

- a. Member Batkoski was on a tour of the Dow Event Center last week and enjoyed seeing the space and the operations.
- b. Kelly Suppes came over and helped clean out some excess supplies and also secured then a lawn mower.

**VIII. OTHER:**

**IX. NEXT MEETING:** June 1, 2023 at 10:30 a.m.

**X. ADJOURNMENT:** Member Batkoski moved to adjourn the meeting; supported by Member Novak. The meeting was adjourned at 11:48 p.m.