

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday, September 1, 2022**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Robert V. Belleman, Tim Novak, Ann-Marie Batkoski, Bill Smith  
Absent: Leon Turnwald  
Others: Sheldon Matthews (BOC Vice Chairman), Jake Golden (Spence), Ben LeBlanc (Granger), Jon Block (Dow Event Center), Bonnie Kanicki (Animal Control) Tony DePelsmaeker (Maintenance Director), Norm Bamberger (MMIA), Kelly Suppes (Purchasing/Risk) Jaime Ceja (Controller's Office)

- I. **CALL TO ORDER:** Chairman Belleman called the meeting to order at 10:32 a.m.
- II. **PUBLIC COMMENT:** None
- III. **APPROVAL OF MINUTES OF August 4, 2022:** Member Batkoski moved to approve August 4, 2022 meeting minutes, seconded by Member Novak. Motion passed.
- IV. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN: SPENCE BROTHERS**
  1. **Schedule Update –**
    - a. Chiller issue is still outstanding. The compressor manufacturer is coming out next week to inspect how it was installed, there will be an update at October meeting. Pullman is complete with the parking deck. The first 5 floors are useable with all exit signs installed, gate arms working and fully sealed. The card readers are operable at this time, but Credit Card payment is not. There is an internet issue and until it is fixed hourly parking is not available. J Ranck has to finish lighting project. There is an RFI out on the 6<sup>th</sup> floor affecting the light poles. Need to work with Kibbe on the light pole anchor bolts. Elevators will be starting demolition the week of September 12<sup>th</sup> with turnover expected in March/April 2023. They are fitting new elevators into an existing space which presents specific challenges.
    - b. **Budget –** Without Pullman's credit the contingency is at \$340,000. Member Smith asked whether the 340K is available to be used in another area. Chairman Belleman advised we would need to wait until the job is complete to know what money would be available.
    - c. **Temporary Chiller –** The chiller was installed and there have been no issues. Remote monitoring is in place and the rooftop units are working well. Temp is holding at 60%/40% humidity and that is the optimum goal.
  2. **Potential Change Orders:**
    - a. **PCO #043 – Moving Money within the Budget –** No PCO hard copy submitted as it was just moving monies within the budget.
    - b. **PCO #044 – Stone in Lieu of Mulch –** Removed existing shrubs before putting down mulch and landscapers recommended stone instead as option that will require little maintenance. Member Novak stated that he did see weeds

growing in the rocks already. Jake advised he will check on it. \$3,500.00 from contingency.

- c. **PCO #045– Added Service Outlet to RTU’s** – Adding outlets to rooftop units. \$4,000.00 from contingency.

Member Smith made a motion to approve PCO’s #043, #044, and #045. Member Batkoski supported. The motion passed (4-0).

- 3. **Parking Deck/Elevators** – Mr. Matthews confirmed that the parking deck is open from floor 5 and down but elevators are not operable, meaning people have to walk down 5 floors via the stairs or the ramp. Jon Block confirmed that is correct, but due to the elevators being damaged, they have been inoperable for quite some time now. Is there an option to convert 1<sup>st</sup> floor to temporary ADA parking until the elevators are operational? Jon responded yes.
- 4. **Chiller** – The first round of Mediation is complete. Investigation will start next week. The compressor vendor is coming onsite to inspect the pieces to make sure it was installed correctly. There was apparently a valve that was sized wrong and that is why the compressor seized. Member Smith asked if the parts were installed wrong is it our responsibility? Jake responded that it will be Spence’s responsibility. After this inspection there will be another round of meetings.

**V. SCACC RESOURCE CENTER: BEN LEBLANC: GRANGER**

**1. Potential Change Orders:**

- a. **PCO #019 – Acoustical Wall Panel** – This is a credit in the amount of \$34, 851.00. Kibbe and Blue Sky worked to replace vendor from Invisacoustic to Rockfon.
- b. **PCO #20 – Break Metal Sills at EIFS** – Detail was missing in the design documents, window-sills and how they tie into the EIFS system. Cost is \$1,160.00.
- c. **PCO #21 – Lockers** – original configuration has been changed in size from (25) 12x15x72 double tier to (6) 18x18x72 single tier and (11) 18x18x72 double tier lockers. Cost is \$991.80.
- d. **PCO #22 – Kochville Township Utility Connection Fees** – Water meter, tap fees were not paid. This is for water and sewer and costs can range drastically. This will come out of contingency. Cost is \$70,564.00. Contingency remaining is \$61,000.00.

Member Batkoski made a motion to approve PCO’s #019, #020, #021, #022. Member Novak supported. The motion passed (4-0)

- 2. **Schedule Update** – Waiting on final RTU dates. Daikin says possible 2/3/23. December the job will be complete with temporary heat. Granger will pay for the temporary heating solution. Ben needs to confirm that we will be able to install and equipment if we do not have heat. Connex will be delivered to new site so the new equipment can be delivered. There is a concern that we will not be complete in December. Chairman Belleman asked if there are other issues the Building Authority needs to be aware of. Ben responded that he is working with Tony and Craig on the overall building disconnect and how they can fulfill needs for the facility. Chairman Belleman asked about a punch list from SME, “a joint to bearing plate connection welded only on one side and back.” Ben stated that Men of Steel probably addressed it when it was pointed out but he will double check.
  - a. **Generator** – Waiting to get final generator price. Kibbe has designed a pad for it; and total cost is trending around \$200,000.00

b. **Grass** – If we do hydroseed it could die before it has time to really grow due to the weather. Ben will take this conversation offline.

**VI. DOW EVENT CENTER – JON BLOCK, GENERAL MANAGER**

1. **Budget Delay** – There have been budget delays in part due to hiring issues. Looking at September for draft.
2. **Other** – Jon Block gave notice that he will be resigning as of November 18, 2022. Rich McKeagon will be in town next week and will want to meet with Chairman Belleman. The position will post next week. Chairman Belleman asked if there has been any talk of contingency planning and if possible, the Building Authority are made aware of staffing concerns/issues/costs. Will the budget reflect the positions needed? Jon said he would have that conversation with Mr. McKeagon.
3. Chairman Belleman thanked Jon for an outstanding career and extended the County's gratitude for all the hard work Jon has done at the Dow Event Center. Member Smith mirrored that sentiment and thanked Jon for the many hurdles he has faced. The Building Authority is truly grateful to have worked with Jon.

**VII. NEXT MEETING** – October 6, 2022 at 10:30 a.m.

**VIII. ADJOURNMENT:** Member Smith moved to adjourn the meeting; supported by Member Novak. The meeting was adjourned at 11:20 a.m.