**Meeting Minutes**

**Saginaw County Building Authority**

**Thursday March 2, 2023**

**County of Saginaw Courthouse – Boardroom 200**

**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Robert V. Belleman, Tim Novak, Bill Smith, Leon Turnwald

Absent: Ann-Marie Batkoski

Others: Jake Golden (Spence), Ben LeBlanc (Granger) Cherie Armstrong (Granger), Greg Bator (WKA) Steve St. John (Dow Event Center) Tony DePelsmaeker (Maintenance Director), Norm Bamberger (MMIA), Krystal Irvine (MMIA) Bonnie Kanicki (SCACC Director) Jaime Ceja (Controller’s Office)

1. **CALL TO ORDER:** Chairman Belleman called the meeting to order at 10:34a.m. Chairman Belleman addressed Cherie Armstrong and apologized for allowing Mr. Bamberger to address her directly at the last meeting and acknowledged that he should have directed Mr. Bamberger to address the Building Authority instead.
2. **PUBLIC COMMENT:** None
3. **APPROVAL OF MINUTES OF February 2, 2023:** Member Novak moved to approve February 2, 2023 meeting minutes, seconded by Member Turnwald. Motion passed.
4. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN: SPENCE BROTHERS**
   1. **Potential Change Orders:**
      1. **PCO #068 – Backup Sump Pump Install –** Cost is to replace the backup sump pump in the NE elevator pit. The existing pump had not been serviced nor in working condition in quite some time. Member Smith asked how we would ensure working condition of this pump. Jake stated maintenance would need to check and test it periodically. Cost $1,800.78
      2. **PCO #069 –** SW Elevator Shaft Concrete Repairs – Cost is for repairs already completed to the concrete in the SW elevator shaft. Cost $5,345.00

Member Smith made a motion to approve PCO’s #68-69. Member Novak supported. The motion passed (4-0).

* 1. **New Elevator Phone Lines –** AT&T ran their lines to the demarcation site, but lines still need to be run through the elevator shafts. Vendor will run lines and connect at the demarcation site. Jake wants to secure the approval and will bring PCO to the next meeting.

Member Smith made the motion to approve vendor to run lines at a cost of $8,800.00. Member Turnwald supported. The motion passed (4-0).

* 1. **Chiller Update** – Spence has been meeting with the new vendor and new equipment is on the way. Spence will now contract with local vendors for the install once the equipment arrives. The temporary chiller is still working well. Chairman Belleman stated that on Tuesday a player stated that the ice was soft at Saturday’s game. Steve stated that could be because of the delay of game, 2 extra hours with patrons in the arena could have brought the ice temp up as well as the activities that were taking place on the ice. Chairman Belleman asked if the temp could have been adjusted and was anyone checking the slab sensors? Jake and Steve will work together to check the historical data to see what the temp was Saturday.
  2. **Elevator Update** – NE elevator is underway, and the SE elevator is now on site. By the end of April both elevators should be up and running. Member Novak asked if we could do a public service announcement when the elevators are complete. People may not know if they are operable, and signage may be needed to direct them to the elevators.
  3. **Project Update** – When the weather breaks seams will be caulked, and frames fixed. Chairman Belleman asked if Spence would do a water test when complete. Jake stated that we can either wait for a rain event or water test.
  4. **Contingency** – Currently there is 62K in contingency and Jake estimates that the project will end with roughly 50K.
  5. **Other**

1. **SCACC RESOURCE CENTER: BEN LEBLANC: GRANGER** 
   1. **Potential Change Orders:**
      1. **PCO #035 - DSS 1&2 –** Installation of concrete housekeeping pads under IT equipment. PCO determined unnecessary. Cost $0.00
      2. **PCO #037 –** Deducted amount for card readers and controls that were covered in the DA Central quote. Credit -$6,893.00
      3. **PCO #038 – Dry Fire Sprinkler System Annunciator Panel –** Dry sprinkler system in the IT room. Dedicated circuit that was not on the original drawings. Chairman Belleman confirmed this is for the stand-alone back-up center. Ben confirmed, yes.Cost $1,231.70.
      4. **PCO #039 –** Deducted amount for Installing Plywood backing in IT Room – Elimination of plywood per Mark Angliss. Credit -$388.80
      5. **PCO #040** – Power to Audio Central Security Panel – This panel was added by DA Central to get power to the panel. They needed a dedicated circuit. Chairman Belleman confirmed with Greg Bator that this item is a “Furnished by owner” item. Greg Bator confirmed. Cost $1,075.54

Member Turnwald made a motion to approve PCO’s #035; and #037-040. Member Smith supported. The motion passed (4-0).

* 1. **Project Schedule –** Working on finishings and furnishings currently. Main entrance doors are almost complete. Data center generator is on site and set. Cages and kennel fronts are unloaded and being installed within 2 weeks. Chairman Belleman asked when Bonnie should be doing punch list walkthroughs? Bonnie stated that MDARD has reached out to her for another walkthrough and she and Ben will schedule it. Chairman Belleman asked if the HVAC units are still on schedule. Ben stated that he is waiting on response from manufacturer and will update as soon as he has the information.
  2. **Other –**
     1. **Maintenance – Outdoor Digital Message Board Sign -** Tony stated that DA Central is installing cameras now and will finish with the exterior cameras next week. Panels are set. Chairman Belleman asked when the current outdoor digital road signage will be moved from the current location to the new location. Bonnie stated they were waiting until the weather was a bit better and that once the sign is down it will let the community know they are on the move to the new building.
     2. **Tour of Facility –** Chairman Belleman asked when the Building Authority could tour the facility. Tour will take place March 7, 2023 at 1:00pm.

1. **DOW EVENT CENTER: STEVE ST. JOHN: GENERAL MANAGER**
   1. **Elevator Phone Lines –** Lines are being installed.
   2. **Internet Service – Garage/Building –** Spectrum has released ASM form the internet service contract because they could not provide the services in the contract. Steve has contracted with 123NET for Fixed Wireless to be installed on March 7, 2023. There is a tower across I-675 on the commerce building and 123NET will install a radio signal antenna on top of the garage to catch the signal. The IP address will be secure. Within 120 days 123NET will have fiber to the main building. The fiber has a large 30GIG-300GIG capacity with additional booster. Chairman Belleman asked if they could run the fiber to the garage, Steve stated yes as well as the event park. Member Turnwald asked if they needed a tower location as the County currently leases to a few towers. Steve stated he would look into it. Chairman Belleman asked if we would need to run cable to locker rooms, media area? Steve stated he assumes the existing infrastructure will suffice. Steve has also given 123NET contact information to Craig Goslin for advertising opportunities.
   3. **DAS –** Steve presented a comparison of Halo and Mobilitie. When researched he found out that the project is regulated by the FCC so both vendors have identical equipment. Chairman Belleman stated that the Building Authority defers to ASM for the final decision and asked which vendor they prefer. Steve stated Mobilitie. Chairman Belleman asked if Steve knew what the actual equipment looked like, Steve stated he did not. Ben said that the equipment is small and not obtrusive, almost like a small upside-down traffic cone, you would not even know you were looking at it. Chairman Bellman asked Steve to work with Kelly Suppes to proceed with contracting.
   4. **Event Booking** – People have been asking about summer event booking so it looks to be a busy summer season at the event park. Disney asked if they could be released from one week of rehearsal time and Steve allowed it as it will delay the ice going in.
   5. **Other** – Pizza Oven – Chairman Belleman asked where we were with this? Steve stated that the equipment estimator was on site on Tuesday, but he has not received a quote yet. This is a 3-way split for cost between the County, Saginaw Spirit and Jets Pizza.
2. **OTHER ISSUES/CONCERNS:** The Saginaw Spirit made their formal presentation to the Memorial Cup site committee, and we will hear back some time in March. The presentation went well.
3. **NEXT MEETING**: April 6, 2023 at 10:30 a.m.
4. **ADJOURNMENT**: Member Smith moved to adjourn the meeting; supported by Member Novak. The meeting was adjourned at 11:26a.m.