

**MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, AUGUST 11, 2020 1:30 P.M.
CITY COUNCIL CHAMBERS
COUNTY CITY BUILDING**

PRESENT: Richard Meginnis, Roma Amundson, Chris Callihan, Sean Flowerday and Jane Raybould

OTHERS PRESENT: Kerin Peterson, Yohance Christie, Nick Hanna, Dan Mulligan, Brian Johnson and Margaret Bohy.

The meeting of the Public Building Commission was called to order by Richard Meginnis.

The meeting minutes from July 14, 2020 were presented for approval. Roma Amundson motioned for approval and Jane Raybould seconded. The vote carried.

County Assessor Remodel – The final payment application #7 for \$11,709.00 was submitted by Kerin Peterson for approval. The project is completed and a tour will be provided at the conclusion of the meeting. Roma Amundson moved for approval and Sean Flowerday seconded the motion. The vote carried.

Hall of Justice Front Security Entrance Remodel – Nick Hanna, The Clark Enersen Partners submitted payment application #10 for \$12,730.00 for approval. He updated that the entrance will be completed in the next three weeks. Electrical and mechanical should be done this week, drywall should be completed the following week and frames and glazing following. Chris Callihan motioned for approval and Jane Raybould seconded. The vote carried.

Security Update – No security update.

Roma Amundson motioned to approve the general vouchers for July 2020. Jane Raybould seconded the motion. The vote carried.

Sheriff's Office Investigations Area Remodel Bid Approval – Dan Mulligan presented the remodel project for the Sheriff's office. He stated they will refinish some of the mill work and just some small construction work is needed in three different rooms. The bid went out to UP vendors and Dickey Hinds Muir submitted the only bid for a total of \$19,970. It is recommended to accept this bid as it is within the projected costs. Jane Raybould motioned to approve the bid and Sean Flowerday seconded. The vote carried.

Election of Officers – Sean Flowerday motioned to appoint Roma Amundson as Chairperson of the Public Building Commission. Jane Raybould seconded the motion. The vote carried. Sean Flowerday motioned to appoint Chris Callihan as the Vice-Chairperson of the Public Building Commission. Jane Raybould seconded the motion and the vote carried.

There were nine contract approvals submitted by Purchasing:

- a. Memo of Understanding for Janitorial and Sanitation Supplies, Equipment and Related Services #MOU083 National Everything Wholesale;
- b. Amendment to Memo of Understanding for Fleet Services Parts and Equipment #MOU046 O'Reilly Auto Parts;

- c. Amendment to Memo of Understanding for Auto Truck Replacement Parts and Tires #MOU048 A Street Auto Parts Inc.;
- d. Amendment to Contract for Window Cleaning Services #14-155 GM Window Services;
- e. Amendment to Contract for Window Cleaning Services #14-155 Fish Window Company;
- f. Amendment to Contract for Water Treatment Service Program #9120 Kurita America, Inc.;
- g. Amendment to Contract for Equipment and Accessory Rental #14-137 Sunbelt Rentals;
- h. Amendment to Contract for Equipment and Accessory Rental #14-137 NMC, Inc.;
- i. Amendment to Contract for Equipment and Accessory Rental #14-137 Hamilton Equipment;

Roma Amundson motioned for approval of all contracts. Jane Raybould seconded. The vote carried.

The next meeting of the Public Building Commission will be September 8, 2020.

Report from Administrative Staff – Kerin gave an update about capital improvement projects that are currently in motion. The County Clerk’s office has a remodel to incorporate more staff for the centralized payroll system. Most of that remodel is furniture based at their cost, but there is some small construction being done. The north public parking lot has joint sealant failure so there are specifications going out to bid to repair that soon. The Law Enforcement Memorial project that funding is being raised for will need some pad site design and work performed for that space, the design will be done this year and the actual work next budget year. The Health Department has some concrete issues in the parking lot and front entrance that will be addressed soon. Kerin was asked what else can be done to cut down on costs for the 233 Building, it was reported that all services not essential have been shut down. Roma asked for the building to be surplus and the commissioners agreed. That process will begin. Everyone was reminded there is a tour of the newly remodeled County Assessor’s office at the conclusion of the meeting.

With no further business Roma Amundson moved to adjourn, Jane Raybould seconded. The vote carried and the meeting was adjourned.