

**Van Buren County Building Authority
Regular/Organizational Meeting Minutes
January 10, 2023**

**3rd Floor Conference Room (Room 303), Administration & Land Services Building
219 E. Paw Paw street, Paw Paw, MI 49079**

1. Notes for the Record

- a. This meeting is held under the Open Meetings Act as an entirely physical meeting with no remote component.
- b. This annual organizational meeting is required to be held in the first three weeks of January of each year pursuant to Article V, Section 5, of the Articles of Incorporation as adopted by the Van Buren County Board of Commissioners on July 12, 2016, for the purpose of selecting its officers for the year and any other organizational business. The exact date and time for this meeting was established at the January 11, 2022, organizational meeting.
- c. The official public notice for this meeting specifies that any normal non-organizational business may also be considered at this meeting.
- d. Notes on Building Authority Commissioners and Secretary:
 - i. The term of Commissioner Robert Linderman, reappointed by the Van Buren County Board of Commissioners on November 10, 2020, for a new three-year term commencing on January 1, 2021, and ending December 21, 2023, or until a successor is appointed. He has taken the required Oath of Office and thus remains a Commissioner for 2023.
 - ii. The term of Commissioner Paul DeYoung, reappointed by the Van Buren County Board of Commissioners on January 11, 2022, for a new three-year term commencing on January 1, 2022, and ending on December 31, 2024, or until a successor is appointed. He has taken the required Oath of Office and thus remains a Commissioner for 2023.
 - iii. The term of Commissioner Wayne D. Nelson, reappointed by the Van Buren County Board of Commissioners on December 10, 2019, for a new three-year term that commencing on January 1, 2020, and ending on December 31, 2022, or until a successor is appointed. The Board of Commissioners has his reappointment on its agenda for later today, but he remains in office by holding over until such reappointment. He has taken the required Oath of Office and thus remains a Commissioner for this meeting in 2023.
 - iv. Trisha Nesbitt remains a Commissioner as the incumbent County Treasurer.
 - v. Stephanie Walker is now a Commissioner as the incumbent Chief Financial Officer of the County, having replaced Ryan Post in that position in December 2022.
 - vi. County Clerk Suzie Roehm, as the incumbent in that office, remains automatically the Secretary and Official Filing Officer of the Building Authority.

2. Call to Order and Determination of Quorum

The meeting was called to order at 10:02 a.m. by Wayne D. Nelson, Chairperson from 2022, as provided by Article V, Section 5, of the Articles of Incorporation. Present: Robert Linderman, Wayne D. Nelson, Paul DeYoung, Trisha Nesbitt, and Stephanie Walker. A quorum (5 of 5) is present. In the absence of Secretary Suzie Roehm (delayed due to traffic accident) and Deputy Secretary Beth Saidla (unavailable), Nelson recorded the minutes of the meeting.

3. Approval of Agenda

Chairperson Nelson asked for unanimous consent to approve the agenda, and with no objections, the agenda was approved.

4. Selection of Officers for 2023

Motion by Linderman, support by DeYoung to select Wayne Nelson as Chairperson for 2023, Paul DeYoung

as Vice-Chairperson for 2023, and Trisha Nesbitt as Treasurer for 2023, and thereafter until their successors are selected. Motion carried unanimously. Nelson remains in Chair.

5. Organizational Items

- a. The Rules of Procedure were reviewed, and no changes were offered.
- b. Motion by DeYoung, support by Linderman, to establish the 2023 Regular Meeting Schedule and the 2024 Organizational Meeting as set forth on the attachment that follows these minutes. Motion carried unanimously.
- c. There was no other organizational business.

6. Approval of Minutes of Regular/Organizational Meeting held January 11, 2022

Motion by Nesbitt, support by Linderman, to approve the minutes of the regular/organizational meeting held January 11, 2022, as presented. Motion carried unanimously.

7. Public Comment

There was no public comment.

8. Items pertaining to Jail Addition & Renovation Project

- a. A general review of project status occurred, with no new items to address.
- b. A Project Cost & Budget Sheet was reviewed by the Board showing the amount remaining in the budget.
- c. There was no other project business.

9. Debt Service Payment

For the *\$5,150,000 Van Buren County Building Authority, Building Authority Bonds, Series 2017*, Motion by Walker, support by Linderman, to authorize Treasurer Nesbitt to pay the issue as follows:

- a. Interest of \$61,851.25 due April 1, 2023, with remittance required by March 31, 2023.
- b. Interest of \$61,851.25, and principal of \$230,000.00, due October 1, 2023, with remittance required by September 30, 2023.
- c. Any corresponding agent fees when due.

Motion carried unanimously.

10. Other business

None.

11. Adjournment

There being no other business, the Chair adjourned the meeting at 10:20 a.m.



Wayne Nelson, Chairperson, Acting in absence of Suzie Roehm,
Building Authority Secretary/County Clerk

2023 Regular Meeting and 2024 Organizational Meeting Schedule

2023 Regular Meetings and the 2024 Organizational Meeting of the Van Buren County Building Authority Commission will be held as follows:

Dates/times of meetings:	Tuesday	January 10, 2023	10:00 am
	Tuesday	September 12, 2023	10:00 am
	Tuesday	January 9, 2024	10:00 am

The January meetings also include annual organizational items.

Place of all meetings: 3rd Floor Conference Room (Room 303)
County Administrative and Land Services Building
219 E Paw Paw St
Paw Paw, MI 49079

Meetings during Emergencies: All public health and safety rules will be enforced. Any meeting may be held online using remote software if the meeting occurs during a declared emergency and such remote meetings are allowed.

The Building Authority reserves the rights to relocate a meeting to a different room in the same building with notice posted at both rooms, and to cancel any of these meetings if there would not be any items of business to consider, if a quorum would not be present, or due to an emergency. Please call Emani Tunstall at 269-657-8253 or check the County's website at <https://www.vanburencountymi.gov/610/Documents-and-Meetings> to check on meeting cancellations or relocations.



If you want to attend a meeting and require a special accommodation due to impairment or disability, please contact Emani Tunstall by phone at 269-657-8253 or email at <mailto:TunstallE@vanburencountymi.gov> so that we may do our best to arrange such accommodation.