



BUILDING AUTHORITY

CITY OF NOVI

Building Authority Meeting

Thursday, October 7, 2010 | 8 A.M.

Council Chambers | Novi Civic Center | 45175 W. Ten Mile Road

Meeting was called to order by Clay Pearson at 8:02 a.m.

MEMBERS PRESENT: Charles Boulard, Julie Farkas, Rob Hayes (arrived at 8:03 a.m.), Clay Pearson, Kathy Smith-Roy

MEMBERS ABSENT: Larry Czekaj, Mark Sturing

OTHERS PRESENT: Melissa Place

APPROVAL OF AGENDA

Motion by Smith-Roy, seconded by Farkas; **CARRIED UNANIMOUSLY:** To approve the agenda as presented. (Hayes absent)

APPROVAL OF MINUTES

Motion by Smith-Roy, seconded by Farkas; **CARRIED UNANIMOUSLY:** To approve the September 16, 2010 meeting minutes as presented.

PURPOSE OF THE MEETING

1. Budget Update

- a) **Approval of Pay Application No. 21 in the amount of \$54,980, release of check subject to BEI & Owner's Rep written authorization that all punch list/outstanding items have been completed**

Ms. Smith-Roy explained the budget includes updates through September 30, 2010. Also, included with the material is the change order request log and pay estimate.

Motion by Smith-Roy, seconded by Boulard; **CARRIED UNANIMOUSLY:** To approve the Pay Application No. 21 in the amount of \$54,980 with the release of check subject to BEI and Owner's Representative written authorization that all punch list/outstanding items have been completed along with project close-out by the Community Development Department.

- b) **Approval of Change Order in the amount of \$15,000 to Owners' Representative line item**

Motion by Smith-Roy, seconded by Boulard; **CARRIED UNANIMOUSLY:** To approve Change Order in the not-to-exceed amount of \$15,000.

Discussion

Mr. Pearson commented \$8,000 has already spent out of this \$15,000. Ms. Smith-Roy said yes. Mr. Carl Adams said the project is just about done, and he will be on-site over the next couple of weeks to make sure all the open items are closed.

2. Change Order Requests

a) Light Poles – add individual transformers – not-to-exceed \$3,600

Ms. Smith-Roy explained the item was researched, and the findings involve the six poles at Fuerst Park and 12 poles at the Library. This request is for individual transformers at each pole.

Motion by Smith-Roy, seconded by Farkas; CARRIED UNANIMOUSLY: To approve the installation of transformers for the not-to-exceed amount of \$3,600 which includes no markups.

Discussion

Mr. Rob Hayes commented the quote from MAS was for comparison reasons. Ms. Smith-Roy said yes, and recommends the work be completed through The Dailey Company. Mr. Charles Boulard asked if we are picking up additional operating costs. Mr. Adams said there may be a minimal cost for the seasonal use. Mr. Pearson asked if this cost is for both areas. Ms. Smith-Roy said yes for the 12 Library poles and the 10 Fuerst Park poles. Ms. Julie Farkas asked for an estimated cost of electricity for budgeting purposes since the Library would be paying for this use. Ms. Smith-Roy said it should be minimal since they will be utilizing LED lighting. Mr. Ron McKay commented the transformer protocol is good. The wire will support the load for all the poles.

b) No. 191 – Provide site lighting to the librarian statue at \$3,859

Ms. Farkas commented this request came from a Library Board Member. The suggestion was to have a small up-light to highlight the statue. Mr. Pearson asked if this was the consensus of the Library Board? Ms. Farkas responded no consensus or discussion occurred at the meeting. Mr. Pearson commented the entrance to the driveway is on the darker side and this could provide additional illumination. Can the light be put on a timer? Mr. McKay said it depends if the hook-up is on the building or on the light pole. Mr. Pearson prefers the pole and does not want to see it on the building. Mr. Adams said the flag poles may be a power source as well. Mr. Hayes commented it seems like a lot of money. Mr. Danko explained the vendor will need to go under the sidewalk. Mr. Pearson asked if the entry-way sign can be lit? Ms. Farkas is not sure. She would need to check. Mr. Boulard agrees it seems pretty high.

Motion by Farkas, seconded by Pearson; MOTION FAILED: To approve site lighting to the Librarian Statue at a cost of \$3,859.

Yeas: Farkas, Pearson Nays: Boulard, Hayes, Smith-Roy

3. Discussion follow-up on broadcasting (SWOCC to provide in-writing it has the ability to broadcast)

Ms. Farkas commented a meeting would be taking place later that day regarding this subject. She asked if the item could be deferred to the next meeting. The Board concurred.

4. Construction Update

Mr. Adams commented the punch list is almost complete. Mr. Danko said there are less than a handful of items to be resolved. The irrigation is being worked on this week. Mr. Adams shared an update of a meeting he and Ms. Farkas had with Novi Community Schools regarding the Wildcat Drive entrance. There was confusion by one school employee that we would be reconstructing the high school entrance. School Administrator Gail Credit clarified that was not the case, and of course the drive was never used during the construction project.

a) Miscellaneous drive-up area painting at \$636

Ms. Farkas said at the previous meeting there was discussion about painting the curb as an illusion to help motorists when returning material at the book drop. The discussion was to paint a 40 foot piece and as high as the black sealer. Mr. Hayes asked if this would need to be continually painted. Mr. Danko said it is paint that adheres to the concrete but it should be looked at every spring to see how it made it through the winter.

Motion by Farkas, seconded by Hayes; CARRIED: To approve the painting of the curb along the drive-up area for the cost of \$636.

YEAS: Farkas, Hayes, Pearson Nays: Boulard, Smith-Roy

b) Fire Panel

Mr. Danko said Siemens has been on-site a couple of times regarding tripping mechanism. They shared there has been trouble with this particular dialer. During their last visit they were hopeful the most recent repairs would resolve the issue. Mr. Pearson asked if this is clearing the building or calling the Fire Department? Mr. Danko said that was not the case.

5. Next meeting (possible final meeting/pay estimate – subject to completion of change orders)

The consensus was to hold the next meeting on Thursday, October 28, 2010 at 8 a.m.

AUDIENCE COMMENTS

Ms. Kim Wagner of Christina Lane spoke about the book drop-off area. She has spoken with Ms. Farkas several times about the difficulty of using the book drop. There was the communication that this would be resolved with the final paving. However, it is still hard to drive close enough and insert the materials. She recently met with Ms. Farkas and demonstrated how difficult it is to pull in her vehicle and reach the slot. The painting will not resolve the problem, in her opinion.

Discussion

Mr. Pearson commented Ms. Farkas has been diligent in sharing this message. Is the volume high? Ms. Farkas said the volume will likely be higher during the winter months. Mr. Hayes asked how many complaints have there been? Ms. Farkas said about 20 complaints have been voiced between phone calls, visits and comment cards. Six inches closer to the building would make a difference, and the cost estimate has already been received. Mr. Pearson said what is the amount? Mr. Danko said about \$4, 500 which includes the removal of the curb and

cut but not markups. Mr. Pearson suggested this item be deferred to the next meeting, and for Ms. Farkas to share the volume totals for the book return. Ms. Smith-Roy suggested the information be shared prior to the meeting. Mr. Adams said the removal of the six inches will not impact the drain or cause drainage issues. Mr. Pearson asked if the face plate has been ordered. Mr. McKay said yes. Ms. Farkas said it takes several weeks to receive.

Motion by Smith-Roy, seconded by Farkas; CARRIED UNANIMOUSLY: to adjourn the meeting at 8:37 a.m.

Minutes approved November 4, 2010