

January 8, 2018

The Ellis County Kansas Public Building Commission met at 5:00 p.m., Monday, January 8, 2018, in the Commission Chambers, at the Administration Center, 718 Main Street, Hays, Kansas.

President Barbara K. Wasinger called the meeting to order.

Members present were: President Barbara K. Wasinger, Member Dean F. Haselhorst and Member Martha L. McClelland.

Also present were Building Project Manager Phillip Smith-Hanes, County Counselor Bill Jeter, and Secretary Donna J. Maskus.

ORDER OF BUSINESS

No changes were given to the Order of Business.

APPROVAL OF PRIOR MINUTES

President Wasinger asked for any changes to the prior minutes of November 20 and December 11, 2017 minutes. With no changes noted, President Wasinger stated that the minutes were approved as written.

REORGANIZATION OF 2018 PUBLIC BUILDING COMMISSION (PBC)

President Wasinger asked for nominations for the 2018 PBC President for the Board of Directors.

Motion: Wasinger Second: McClelland

To nominate Dean Haselhorst as President of the Public Building Commission.

Disposition: Motion passes by a voice vote of three to zero.

President Haselhorst asked for appointment for Vice-President of the Public Building Commission.

Motion: Haselhorst Second: McClelland

To nominate Barb Wasinger as Vice-President.

Disposition: Motion carries by a voice vote of three to zero.

REORGANIZATION OF COMMISSION

Capital Building Project Manager Smith-Hanes stated that they need to appoint a Secretary, Treasurer, Capital Projects Manager, official depositories and official newspaper for the Public Building Commission; as well as to set regular meeting times, starting at 5:00 p.m., to meet on the first, second, and third Monday's of every month, through June, since we have a capital project, starting July 9th, the meetings will be held the second Monday of every month except with the Veteran's Day Holiday the meeting will be held on Tuesday November 13, 2018.

Motion: McClelland Second: Wasinger

To appoint Donna Maskus as Secretary, Lisa Schlegel as Treasurer, Phillip Smith-Hanes as Capital Building Projects Manager, all federally-insured banks in Ellis County as official depositories, and the Hays Daily News as official newspaper, with Ellis Review as official newspaper for any items impacting the Ellis area. To schedule the 2018 Public Building Commission Meetings on the first, second, and third Monday's of every month until July 9th, then meetings will be held the second Monday of every month except with the Veteran's Day Holiday the meeting will be held on Tuesday, November 13, 2018.

Disposition: Motion carried by a voice vote of three to zero.

CONSIDERATION OF ACCOUNTS PAYABLE

Motion: Wasinger Second: McClelland

To approve the payment to Ben Moore Studio, LLC for \$6,027.66 for design development of the architect project at 601 Main.

Disposition Motion carried by a voice vote of three to zero.

PROJECT MANAGER REPORT

Project Manager Phillip Smith-Hanes reported that bids have gone out on the 601 Main Project. The bids will be opened on Friday, January 12, 2018. Smith-Hanes stated that he will share information next week on the bids.

FINANCIAL REPORT

Treasurer Lisa Schlegel furnished financial reports as of December 31, 2017.

EXECUTIVE SESSION

No Executive Session was held.

ADJOURNMENT

With no further business, President Haselhorst adjourned the meeting at 5:08 p.m.

ELLIS COUNTY KANSAS PUBLIC BUILDING COMMISSION:

DEAN F. HASELHORST, PRESIDENT

MARTHA L. McCLELLAND, MEMBER

ATTEST:

BARBARA K. WASINGER, MEMBER

DONNA J. MASKUS, SECRETARY