

**Minutes of a Special Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Monday, August 24th, 2020 at 4:04 p.m. by President Joseph Garber.

Present:

Via Videoconference:

Trustees: Joseph Garber, Kimberley Krajniak, Ron Meneghel, Tammy Thomson

Staff: Eric Magness-Eubank, Beth DeCaire, Jessica Luther

Absent: Mark Hunter

Old Business:

A. Building Project/USDA

- a. **Construction Contract-** The finalized contract was sent to the board for review. Magness-Eubank stated that the dates will need to be adjusted due to a delay with the asbestos abatement. He added that Meridian had made a request regarding the blanket 10% retainage put in the contract, requesting that once the project is 50% completed the retainage be dropped to 5%. Neither he or Ann Dilcher have issues with this concession. However this request was not in the signed contract presented. The board discussed the need for insurance coverage for floods or earthquakes, Magness-Eubank will look at the builder's risk rider in the policy. He recommended that the board approve the contract. It was moved by Krajniak with support from Meneghel to authorize Magness-Eubank to execute the construction contract with Meridian. The motion passed.
- b. **Insurance-** Magness-Eubank recommends increasing the coverages to \$7.2 million dollars. It is moved by Meneghel with support from Thomson to adopt this recommendation. The motion passed.
- c. **Pay Procedures-** The Alpena County Building Authority is finalizing moving their monthly meeting to the 3rd Friday of the month to expedite payment of project invoices. They have requested that a copy of the board minutes be provided in order to pay expenses, however, language for a board resolution has been provided. The current expenses total \$52,127. It was moved by Krajniak with support from Thomson to approve the resolution authorizing the building authority to pay the expenses as presented. A roll call vote was called:
 - Garber- Aye
 - Krajniak- Aye
 - Meneghel- Aye
 - Thomson- Aye
 - Hunter- Absent

The motion passed. A signed copy of this resolution will be attached to the minutes.

- d. **Contractor Protest-** Magness-Eubank shared the letter prepared by Clark Hill in response to the objection from C.E. Gleeson. It was moved by Meneghel with support from Thomson to deny the protest. The motion passed.
- e. **Asbestos Abatement-** Magness-Eubank stated that Mid-State Asbestos Removal has pushed the start date for abatement to September 14th. He added that they changed the estimated duration of the removal process to 25-28 days which will significantly delay the start of the building construction project. He has contacted another company, Abatement and Demolition Services, who are able to start the project on September 3rd with an estimated completion date during the week of Sept 21. Magness-Eubank recommended canceling the contract with Mid-State if they cannot accelerate their timeline to start by September 7th. It was moved by Thomson with support from Krajniak to accept the recommendation and contract with Abatement and Demolition Services if Mid-State cannot accommodate the requested timeline. The motion passed.

B. Curbside Services: Contactless curbside pick-up services are set to start on August 26th. A press release will be sent out on August 28th.

New Business:

Other- Magness-Eubank raised the issue of a letter that was written to the editor of the Alpena News by one of the owners of Meridian Contracting. Concern was expressed that this could reflect badly on the Library organization. The topic was tabled until the next meeting.


Adjournment: President Garber declared the meeting adjourned at 5:13 p.m. The next regular meeting will be Wednesday, September 16th at 4:00 pm.

Respectfully submitted,


Joseph Garber

President

(signed by Jessica Luther on behalf of Joseph Garber
due to COVID-19 restrictions)



Jessica Luther

Recording Secretary