

Albion Building Authority
July 25, 2018 Special Meeting

I. Call to Order

The July 25, 2018 ABA Special Meeting was called to order at 8:00 a.m. by Chairman M Tymkew.

II. Roll Call

PRESENT: M Tymkew, Chair; J Domingo, E Seedorf, K Markovich

*** Board Member C Farmer was present at meeting, however his term expired 6-30-18. His re-appointment is scheduled for the August 6, 2018 Council meeting.

ABSENT: All members were present

STAFF: J Domingo, City Clerk, J Kern, Deputy Chief of Public Safety and Jim Lenardson, Director of Public Services.

III. Approval of Minutes:

❖ June 12, 2018

J Domingo moved, K Markovich supported, CARRIED, to Approve June 12, 2018 minutes as presented. (4-0, vv)

IV. Old Business

A. Discussion-1109 Austin Avenue

Chair M Tymkew stated he spoke with Amy Deprez, Albion Economic Development Corporation (AEDC) Director and the AEDC is not interested or able to do anything with this property at this time.

B. Roof Repair at 101 N. Gale St.

Deputy Director Public Safety Kern stated a complete quote for the repair of the roof at 101 N. Gale Street with all steel replacement has been provided to the ABA Board with the final price of \$26,700.00. The exterminator has captured three (3) racoons with live traps and has put flashing over the hole in the roof as a temporary fix. A permanent repair still needs to be addressed.

Board discussion with comments and questions were as follows:

- The previous bid was \$14,000 total cost for labor and materials. The City would provide the materials. There has been an approximate \$250.00 increase in the price of steel.
- The current quote of \$26,700.00 is for Ruff & Kreger to do the complete job with labor & materials and will include tearing off the old shingles.
- Would like to see a detailed estimate of cost for the bid.

Comments were received from Board Members J Domingo, Chair M Tymkew and K Markovich, C Farmer and Deputy Chief Public Safety Kern.

J Domingo moved, K Markovich supported, CARRIED, to approve bid from Ruff & Kreger for \$26,700 for complete roof repair at 101 N. Gale Street contingent upon locking in the steel price. (4-0, vv)

*** Note per call to Ruff & Kreger, the materials will be ordered today and steel prices locked in as quoted in bid. The City will pay in advance for materials with the remaining labor amount to be paid upon completion of the repair.*

V. New Business

A. Repair of Building Wall at 112 E. Erie St. (Albion Food Hub)

Director of Public Services Lenardson stated this repair was for the wall on the east side entrance of the building. He will ask for an itemized estimate from Ruff and Kreger for the bid. Bid did include a 30-day guarantee on price of steel. The exterior of the building is a soft brick so the repair will put a new surface over the brick.

Comments were received from Board Members J Domingo, K Markovich and Chair M Tymkew.

K Markovich moved, E Seedorf supported, CARRIED, to approve bid from Ruff & Kreger for \$9,150 for repair of building wall at 112 E. Erie St contingent upon locking in the steel price. (4-0, vv)

*** Note per call to Ruff & Kreger, the materials will be ordered today and steel prices locked in as quoted in bid. The City will pay in advance for materials with the remaining labor amount to be paid upon completion of the repair.*

B. Miscellaneous

Chair M Tymkew stated the financial reports were provided to the Board as informational. The ABA currently has a fund balance of \$238,000. The

gas bill for 309 N. Superior Street is still in the ABA's name. He asked Clerk Domingo to move forward with closing out the gas account in the ABA's name and also to change the electric and water bills if it has not yet been changed.

**** Agenda Item VI (Public Comment) was done before the ABA Board adjourned to Closed Session.*

- C. Closed Session-The ABA Chair requests a Closed Session under the Open Meetings Act (Section 15.268 (h), P.A. 267 of 1976, as amended) to consider material exempt from discussion or disclosure by state or federal statute.

K Markovich moved, J Domingo supported, CARRIED, to Adjourn to Closed Session. (4-0, vv)

The ABA adjourned into closed session at 8:45 a.m.

- VI. Public Comment (Persons addressing the ABA shall limit their comments to no more than 5 minutes-Proper decorum is required)

John Robison, Snyder Management stated he would like to address any concerns the ABA Board may have in reference to the complaint received from Nancy Russell. He stated the apartment has been cleaned however, the occupant of the apartment will need to do a better job of keeping the apartment clean. He stated he feels the management company has done all they can to please the tenant including offering her a release of her lease if she chooses to live elsewhere. Unfortunately, they are unable to control complaints from residents. They have made HUD aware of the complaint.

Comments were received from Chair M Tymkew.

***The ABA Board re-adjourned the Special Meeting at 9:15 a.m.*

- VII. Excuse Absent Board Member(s)

No action was necessary as all members were present.

- VIII. Adjournment

K Markovich moved, supported by J Domingo, CARRIED, to adjourn the meeting.

Meeting adjourned at 9:17 a.m.

Recorded By: J Domingo, City Clerk