

# Central Services Board

## Meeting Minutes

### Conference Call

June 25, 2018, 9:00 a.m.

#### 0.0 Call to Order

President Struecker called the meeting to order at 9:05 a.m.

#### 0.1 Roll Call

Beth Will	Ph	Dale Struecker	Ph
Jan Sowers	Ex	Lionel Foster	Ph
Jim Burns	Ph		

Ex Officio:	Paula Harms	Ph
Staff:	Shelly Sindt, CEO	Ph
	Jennifer Pascal, Finance	Ph
	Sherri Boedeker, Finance	Ph
	Amy B. Simpson, Ex. Assistant	Ph
	Stephanie Carlson, Office Manager	Ph

#### 0.2 Items to be added to the Agenda by Board Members and Staff

No new items were added to the agenda.

#### 0.3 Adopt Agenda

President Struecker called for a motion to adopt the meeting agenda. It was moved by Lionel Foster and seconded by Jim Burns that the meeting agenda be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

#### 1.0 Board Affairs

##### 1.1 Discussion of review of bids for new cooling system for Spencer office

CEO Sindt stated that the two cooling units in the Spencer building need replacing. Lakes Plumbing and Heating, Copper Cottage and Comfort Systems provided bids. Stephanie Carlson stated that Cooper Cottage checked air flow through the current ductwork and she was informed that the ductwork needed to be increased to evenly distribute the air. Copper Cottage included that in their quote. Stephanie Carlson contacted Lake Plumbing and Heating to verify if their quote included the duct work and would be notifying the members once she receives the clarification.

After an in-depth conversation concerning the bids, it was moved by Jim Burns and seconded by Paula Harms that CEO Sindt is given the latitude of up to \$22,100 in deciding between Copper Cottage and Lakes Plumbing and Heating, once clarification of their bid is received. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

**1.2** Update on roofing project for Spencer Building

CEO Sindt stated that two bids for the roof replacement had been received. Insurance will be paying for roughly \$23,000 of the roof replacement. There will be a third bid for the roof. CEO Sindt further stated she would like to have Griffin Construction provide a quote for the repair of the inside of the building due to the water damage. Griffin Construction did the siding replacement on the building, and she indicated she feels comfortable with their work. Once bids are received they will be e-mailed out to the Board and another meeting will be scheduled.

**2.0** Upcoming Dates

**2.1** Next Central Services meeting – August 2018, by conference call.

**3.0** Adjournment

**3.1** Adjournment

There being no further business before the Central Services Board, it was moved by Jim Burns seconded by Dale Struecker that the meeting be adjourned at 9:43 a.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)