

DEEP BAY IMPROVEMENT DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING

December 5, 2019

Trustees: Don Milburn, Chair
Dave Simpson
Bob Leggett
Claire Hilscher
Tom Plensky
Candace Cowan
Linda McKay

Staff: Leslie Carter, Administrator

Guests: Christo Kuun, Owner Representative

Call to Order: 10:00 am

Motion: to approve agenda for current meeting

Dave Simpson Seconded: Candace Cowan Vote: Carried

Correspondence In:

December 2, 2019 – Magnum Project Management review and comparison of tenders for steel building

Christo reviewed bid comparison provided by Magnum Project Management.

Motion: to accept bid from Ferro Building Systems in the amount of \$474,790.00 for supply and install of steel building

Dave Simpson Seconded: Bob Leggett Vote: Carried

Administrator will notify Magnum and they will notify all bidders.

Christo will suggest site visit by Ferro to determine access/site requirements.

Carsten has set up a preliminary meeting with RDN building officials for Dec. 6.

Bids are being solicited from electricians for moving the generator.

New Business

Discussion of the bidding process for the fire hall specifically.

Motion: to delegate joint authority to Magnum Project Management and Christo Kuun to award contracts related to the new fire hall to a maximum of \$50,000 (assuming no conflict of interest).

Linda McKay Seconded: Tom Plensky Vote: Carried

Regular reports will be required to the board outlining contracts awarded for the board to accept and authorize payments. If any issues or concerns are noted, Christo will consult with the board prior to awarding a contract.

Motion: to develop a purchasing policy specific to the Fire Hall Project

Bob Leggett Seconded: Dave Simpson Vote: Carried

Motion: to open an account with Bowser Builders, specifically for the fire hall project, authorizing Christo Kuun and Leslie Carter as signers.

Claire Hilscher Seconded: Bob Leggett Vote: Carried

There being no further business, the meeting was adjourned to go in-camera at 10:47 am

The above minutes were approved by the Board of Trustees on December 18, 2019.

By: _____
Chair of the Trustees

Officer