

Kalkaska County Board of Commissioners  
Special Meeting Minutes  
December 18, 2017  
(UNAPPROVED)

Meeting called to order by Chair McKinnon at 6:00 PM, Commissioner Chambers, Administration Building, 605 N Birch Street, Kalkaska, MI. Present Commissioners Michael Buchanan, Patty Cox, Craig Crambell, Kohn Fisher, Stuart McKinnon, James Sweet and County Clerk Deborah Hill. Absent Commissioner David Comai. Also present Kaliseum Director Krzysztof Oliwa. Pledge of Allegiance by all.

**Public Input:** None

**Purpose of Meeting:**

Chair called for Diane Mills, Occupant Care, to provide Employer Representative presentation for consideration of assistance with the Kaliseum upgrades and other energy upgrades.

Diane Mills addressed Board noting her qualifications (engineer), experience with project oversight as owner representative and the need for an investment grade audit; the complications involved with large projects oversight and in particular with energy projects. Mills reviewed step by step process for proposed project and advised as to her involvement up to the actual project.

Discussion and review of anticipated Kaliseum energy upgrades and lighting upgrades. Discussion regarding projected cost of project and cost of Employer Representative, necessity of repairs at Kaliseum, anticipated length of time for beginning stages of project; time frame for project itself and concern with closures of areas of Kaliseum. Discussion regarding assistance during the project in addition to construction management. Mills to provide proposal for review at 12-20-2017 meeting.

**Public Input:** None

**Motion** by Fisher to adjourn at 7:45 PM. Supported by Crambell. 6 yeas. 0 nays. 1 absent.  
**Carried.**

Respectfully submitted:

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Deborah Hill, Kalkaska County Clerk and  
Clerk of Board of Commissioners

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Stuart McKinnon, Chair of  
Kalkaska County Board of Commissioners

These minutes are not official until they are approved at the next Regular Board of Commissioners meeting.