



# BUCHANAN COUNTY COMMISSION

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Ron Hook  
Western District Commissioner

Lee Sawyer  
Presiding Commissioner

Scott Burnham  
Easter District Commissioner

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## **Meeting Minutes Monday, October 24, 2022 at 9:01 am**

In attendance were Commissioner Ron Hook, Commissioner Scott Burnham, Presiding Commissioner Lee Sawyer, Amy Kendall, Scott Nelson and Sam Brown.

Commissioner Burnham called the meeting to order.

## **Meeting Agenda**

Commissioner Hook made a motion to approve today's agenda. Commissioner Burnham seconded the motion. All are in favor.

## **Meeting Minutes**

Commissioner Hook made a motion to approve meeting minutes for Thursday, October 20, 2022 and Friday, October 21, 2022. Commissioner Burnham seconded the motion. All are in favor.

## **Business**

Commissioners discussed long term disability for employees and have decided that it will be voluntary for employees.

A request was made from Downtown Holiday Experience to donate \$2000 again for 2022 activities and decorating. The Commissioner's will sign a court order at next meeting to contribute.

A court order to void an ACH made payable to United Fiber for ARPA reimbursement was presented and approved by Commissioner Hook, Presiding Commissioner Sawyer and Commissioner Burnham.

A court order to transfer funds was presented and approved by Commissioner Hook, Presiding Commissioner Sawyer and Commissioner Burnham.

## **Adjourn**

With no further official business on the agenda Commissioner Burnham made a motion to adjourn to any unofficial business that may develop during the day. Presiding Commissioner Sawyer seconded the motion. All are in favor to adjourn. Meeting ended at 9:31 a.m.

**Monday, October 24, 2022 @ 10:00 am**

**Exit Meeting of 2021 Audit with CliftonLarsonAllen LLP**

In attendance were Commissioner Ron Hook, Commissioner Scott Burnham, Presiding Commissioner Lee Sawyer, Auditor Tara Horn, Harold Ray and Amy Kendall

Harold Ray with CLA went over the audit presentation year ended December 31, 2021 and provided the Commissioner's and Auditor with the Schedule of Expenditures of Federal Awards and Independent Auditor's Reports as require by Government Auditing Standards and Uniform Grant Guidance, year ended December 31, 2021 and the Basic Financial Statements and Supplementary Information Year ended December 31, 2021.

Meeting adjourned at 10:28.

**Monday, October 24, 2022 @ 3:00 pm**

**HVAC Progress Meeting at the Buchanan County Academy**

Present: Lee Sawyer, Scott Burnham, Aidan Johnson, Randy Schultz, Rick Miller, Chris Herner, Dan Sharp, David Stroud, Lisa Barber, Abigail Park, Paul Hawn and Kim Hartman.

Rick noted that his crew is caught up, need duct work done in the main hall; duct work is done on the 2<sup>nd</sup> floor. Once duct work is done, Herner is about two weeks out getting their part finished. Chris is hoping to be done by the next meeting. He suggested that after the next meeting, we won't need to meet again until the rest of the equipment comes in.

Randy explained that the thermostats are being installed. Aidan noted that the five remaining units are for non-critical areas. Aidan informed the group that the Trane rep should be on site on Thur, 10/27, to get everything hooked up and tested. Should have heat in the building by Friday, 10/28. Trane has to be the one to turn the units on.

Rick & Aidan are working on getting the hole in the floor and the pipes in the kitchen repairs. The kitchen will require ceramic tile; the Academy has this tile available.

Dan asked about the ledges under the window sills on the interior of the building where the old units were removed. There are 11-13 sills that need to be covered with formica. All will be the same color; Chris will take care of this and will get samples to Dan to select what they want. A wall still needs to be built in the girls' dorm. Dan inquired about the signs and fixtures will have to be moved for the ceiling project. Randy explained that everything that is currently below ceiling level will be put back below ceiling level. He also explained that the ceiling in the breezeway will be going back in and that he is providing new lights. Dan mentioned that Mr. Stroud may place more insulation in the ceiling area in the breezeway to help prevent pipes freezing. Randy indicated that would be ok.

The next meeting is scheduled for Monday, November 7, 2022 at 3:00 p.m. at the Academy.