

BUILDING & GROUNDS COMMITTEE MEETING
MINUTES

November 25, 2019

Members Present: Brad Miller, Jason Ratts, Vera Small, Jeff Thomas

Members Absent: Pam Deppe

Others Present: Byron Deaner, Josh Langfelder, Wayne Rovey, Charlie Stratton, Denise McCrady (Secretary)

Chair Ratts called the meeting to order at 5:00 p.m.

A motion to approve the minutes from October 28, 2019 was made Small and seconded by Thomas Motion carried (4-0).

Byron Deaner, Facilities Manager, presented his monthly report. Deaner requested approval of eight purchase orders for FY-2020. A motion to approve the purchase orders was made by Thomas and seconded by Miller. Motion carried (4-0).

Charlie Stratton, Human Resources, requested approval of four purchase orders for FY-2020. A motion to approve the request was made by Thomas and seconded by Small. Motion carried (4-0).

Josh Langfelder, Recorder, requested approval to hire a replacement Part-time Seasonal employee. A motion to approve the request was made by Miller and seconded by Small. Motion carried (4-0).

Wayne Rovey, Information Systems, requested approval of 13 purchase orders for FY-2020 and a travel request. A motion to approve the requests was made by Thomas and seconded by Small. Motion carried (4-0).

A motion to approve the purchase reports was made by Thomas and seconded by Miller. Motion carried (4-0).

There was no old business or public comment.

A motion to adjourn was made by Small and seconded by Miller. Motion carried (4-0). Meeting adjourned.