

MSBU Advisory Committee Meeting Minutes 05.11.2022

MEMBER 1	MEMBER 2	MEMBER 3	MEMBER 4	MEMBER 5
Cherry Sherman	Andrea Smith- Blackwood	Kathy Gesslein	Gary Hartman (CHAIR)	Scott Parrish (VICE CHAIR)

- **COMMITTEE ROLE CALL**

- Call to Order @ 6:02pm
- Member 3, Kathy Gesslein, excused
- Pledge of Allegiance

- **ADOPT PREVIOUS MINUTES**

- Minutes of 09 March 2022. Motion to adopt made by Andrea Smith-Blackwood seconded by Gary Hartman. Motion carried unanimously.

- **ADOPT AGENDA:**

- A motion to adopt the agenda was made by Andrea Smith-Blackwood seconded by Cherry Sherman. Motion carried unanimously.

- **NON-AGENDA AUDIENCE**

- None

- **AGENDA ITEMS**

- **MSBU Committee Reorganization** – Kathy Gesslein had expressed her desire to Gary Hartman that she not be Chair or Co-chair. Gary Hartman also expressed his desire to not be Chair or Co-chair. The MSBU Coordinator offered a point of order to have someone on the committee make a motion to have the coordinator represent the committee at the BOCC Meetings. Gary led the discussion stating that the coordinator cannot represent the committee since the coordinator is a county employee. It was stated by Gary that if no one stepped up for the chair position then the meeting needed to be canceled. The MSBU Coordinator stated that there were issues he needed to bring before the committee. Gary stated that without reorganization we cannot have the meeting. Much discussion followed. Cherry Sherman made a motion to nominate

Scott Parrish to be the chair, second by Andrea Smith-Blackwood. Motion carried. Gary Hartman made a motion to nominate Andrea Smith-Blackwood as the Co-chair, second by Cherry Sherman. Motion carried.

- **Proposed FY23 (1 Oct 22 – 30 Sep 23)** - The MSBU Coordinator briefed the committee on the proposed FY23 budget. Coordinator provided the committee members with both the county format and his personal format of the budget and explained the formats and dollar amounts. The proposed budget incorporates a 5% increase from \$33.50 to \$35.18. Total estimated MSBU assessment for FY23 is \$548,722.39. Information only no vote required.
- **Continued discussion on Shenandoah and Elkcam entrances:** Andrea Smith-Blackwood presented the committee with a group of illustrations of what the entrance signs could look like. The coordinator briefed that when he had informed the County Administrator of the desire for the signs, it was mentioned that the MSBU Committee provide an example of the sign and a cost estimate. I was also mentioned that the signs should have a welcome message. Ideas for sign design need to be presented to a sign company to develop a final product and cost estimate once the MSBU Committee settles on a final design. Discussion will be ongoing. No vote required at this time.
- **Comment added:** Gary Hartman commented that we should be using the electronic sign to advertise county events. Gary feels the sign is underutilized. The coordinator briefed how the sign works and that adding information is easy if he is notified. Using the county calendar for events was suggested.
- **Continued discussion on fountain refurbishment:** The coordinator briefed that he had met with Fresh Cut concerning work to be done at the fountain and areas behind the fountain. The coordinator asked for three separate quotes for work to be done so they could be voted on separately should the need arise. Quotes were provided to the MSBU Committee for consideration. The total for all the work is \$14,575.00. The coordinator mentioned that this would require county approval to ensure compliance with the Procurement Policy. The coordinator explained all the work to be accomplished as described in the three quotes. Gary Hartman made a motion to accept the bids from Fresh Cut to perform the work if it meets the County Procurement Policy, second by Andrea Smith-Blackwood. Motion carried.
- **MSBU COORDINATOR UPDATES**
 - **FY2022 Budget Status:** MSBU Coordinator provided copies of current budget balances for the purpose of showing the committee that funds were available to cover the road work completed and the fountain work to be accomplished.

- **Set next meeting date:** Gary Hartman made a motion to set the next meeting for 13 July, 6pm, at the Sunny Hills Community Center, second by Andrea Smith-Blackwood. Motion carried.

- **COUNTY ADMINISTRATOR**
 - Not Available

- **PUBLIC COMMENTS**
 - None

- **ADJOURN**
 - Motion to Adjourn made by Andrea Smith-Blackwood second by Gary Hartman. Motion carried. Meeting adjourned at 7:33pm.