

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, February 10, 2020, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson
Carl Kennebrew, Margot Merz

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Merz, seconded by Ms. Hayde, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. West is ahead of last month's schedule and moving along nicely. Trotwood is 94% complete and the Grand Opening is scheduled for Friday, March 13, 2020 from 3:00 p.m. to 6:00 p.m. Burkhardt has started concept development and has a community forum scheduled for Tuesday, March 3, 2020 at 7:00 p.m. at the Community United Methodist Church.

EXECUTIVE SESSION

It was recommended that the Board go into Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(2) to discuss property acquisition.

Ms. Hayde made a motion for the Board to enter into Executive Session, Ms. Merz seconded.

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Holihan, Aye
Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:17 p.m. and returned to open session at 4:49 p.m. The President reported that no resolution, rule or formal action was taken by the Board while in Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the Board adjourned at 4:50 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, March 9, 2020, 4:00 p.m.

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson
Elaine Johnson, Carl Kennebrew

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Hayde, seconded by Ms. Holihan, the agenda was approved by the Board.

Ayes: All
Nays: None

NORTHMONT PURCHASE AGREEMENT

Through a third party, the Executive Director has negotiated a contract to purchase approximately 6 acres of parcel M57 00319 0001 located at 3348 National Rd, Englewood, OH for the new Northmont Branch Library. The Library has agreed to purchase the land from R &B Family Farms LLC for the amount of \$55,000 per acre. Additionally, the agreement permits seller access to the property at the seller's risk to continue cultivation and harvesting the land in 2020. At any time after closing, the Board may choose to take full possession of the land with the seller being compensated \$600 per acre for the loss of crop income. Additionally, the Board agrees to pay up to \$1200 in CAUV recoupment costs.

On a motion by Ms. Hayde, seconded by Mr. Kennebrew, the Board authorize Fiscal Officer David Hess to execute all necessary documents to purchase the properties and building located at 3348 National Rd, Englewood, OH, currently owned by R &B Family Farms LLC for the price of \$55,000 per acre with total costs not to exceed \$338,400.00 plus any prorated fees and normal closing costs associated with the purchase of land, and further authorizes the Fiscal Officer to perform any and all acts necessary and incidental to consummate this transaction contingent upon completion of appropriate due diligence investigations of the property, and legal review of the title by legal counsel.

Ayes: All
Nays: None

SALE OF FORMER TROTWOOD BRANCH LIBRARY

On March 1, 2020, the Fiscal Officer signed a valid purchase agreement obligating the Dayton Metro Library to sell the property and building located at 651 E. Main St, formerly the Trotwood Branch Library, to Robinson Janitorial for the price of \$170,000.00.

On a motion by Ms. Holihan, seconded by Mr. Kennebrew, the Board authorized Fiscal Officer David Hess to execute all necessary documents to sell and convey the property and building located at 651 E. Main St, formerly the Trotwood Branch Library, currently owned by the Library to Robinson Janitorial for the price of \$170,000.00 and further authorizes the Fiscal Officer to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. Trotwood is working on punchlist items and is ready for the Grand Opening on Friday, March 13, 2020. West is reviewing DD drawings, and Burkhardt concepts are underway.

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Ms. Hayde, the Board adjourned at 4:32 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, June 8, 2020, 4:00 p.m.

This meeting Occurred via WebEx video conferencing due to the COVID-19 outbreak.

PRESENT: Barbara Hayde, Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:00 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Hayde, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. West will hopefully be out to bid in August. Right now, the Library is working with the City of Dayton to try to work through some of the infrastructure parts of the site.

Matt Franklin and Robb Brown from Levin Porter shared designs and branch renderings for the new Burkhardt Branch Library.

EXECUTIVE SESSION

It was recommended that the Board go into Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(2) to discuss sale of property.

Ms. Hayde made a motion for the Board to enter into Executive Session, Ms. Merz seconded.

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye
Mr. Vaughn, Aye
Mr. Thomas, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:48 p.m. and returned to open session at 5:29 p.m. The President reported that no resolution, rule or formal action was taken by the Board while in Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Hayde, the Board adjourned at 5:30 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, July 6, 2020, 4:00 p.m.

This meeting Occurred via WebEx video conferencing due to the COVID-19 outbreak.

PRESENT: Barbara Hayde, Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Merz, seconded by Ms. Hayde, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The Library has been in discussions with the City of Dayton to resolve a water pressure issues with the site of the new West Branch.

ADJOURNMENT

On a motion by Ms. Hayde, seconded by Ms. Vaughn, the Board adjourned at 4:32 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Tuesday, September 8, 2020, 4:00 p.m.

This meeting Occurred via WebEx video conferencing due to the COVID-19 outbreak.

PRESENT: Barbara Hayde, Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:02 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Mr. Thomas, seconded by Ms. Hayde, the agenda was approved by the Board.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board a brief update on the current building schedule for completion of projects.

EXECUTIVE SESSION

It was recommended that the Board go into Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(1) and Section 121.22(G)(2) to discuss an employment of a public employee and property acquisition.

On a motion by Ms. Merz, seconded by Ms. Hayde, the Board entered into Executive Session.

A roll call vote was taken as follows:

Ms. Hayde, Aye
Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye
Mr. Vaughn, Aye
Mr. Thomas, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:08 p.m. and returned to open session at 5:29 p.m. The President reported that no resolution, rule or formal action was taken by the Board while in Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(1) of the Ohio Revised Code.

ADJOURNMENT

There being not further business the Board adjourned at 5:30 p.m.

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, November 9, 2020, 4:00 p.m.

This meeting Occurred via WebEx video conferencing due to the COVID-19 outbreak.

PRESENT: Elaine Johnson, Carl Kennebrew
Margot Merz, Nolan Thomas

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:05 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Mr. Kennebrew, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

SALE OF FORMER DAYTON VIEW BRANCH LIBRARY

At the September Board meeting, Trustees approved a resolution to sell the former Dayton View Branch Library and authorized the Fiscal Officer Dave Hess to executed all necessary documents to sell and convey the property and building. Due to the Fiscal Officer's unavailability to attend closing it is suggested that the Board approve the follow recommendation:

On September 16, 2020, the Board approved the sale of the former Dayton View Branch Library. On a motion by Ms. Merz, seconded by Mr. Thomas, the Board authorized Executive Director Tim Kambitsch to execute all necessary documents to sell and convey the property and building located at 1515 Salem Ave., formerly the Dayton View Branch Library, as approved at the September Board meeting and further authorized the Executive Director to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

APPROVAL OF BIPOLAR IONIZATION BID

In response to the COVID-19 pandemic Dayton Metro Library began investigating best practices for safety of facilities. Among the recommendations for improving the indoor air is the purchase of bi-polar ionization system for attachment to existing HVAC systems.

This technology is not new and has been used to provide improved air quality similar to outside air, but it also actively kills viruses. It works by placing charged ions into the airstream, causing particles of dust, pollen, viruses, and other pathogens to collect into clumps that are more readily captured by everyday air filters. As a bonus the process actually disrupts pathogens by breaking down their protein surfaces and effectively inactivating them. The ions even travel throughout the air stream into unseen spaces.

Dayton Metro Library invited bids from companies with experience and capacity to install bi-polar ionization technology for all locations – including vintage branches (Outreach Services, Westwood, Madden Hills, Burkhardt, Northmont and Huber Heights). Funding for this system is coming from the CARES Act.

On Friday, October 30th the following bids were received for the Global Plasma Solutions IMod Modular Ionization Air Purification Devices:

Waibel	\$	114,218.00	
Trame	\$	123,880.00	
Sure Mechanical	\$	108,972.00	
Enervise	\$	90,862.50	Withdrew
Debra-Kuempel	\$	102,528.00	
Triton	\$	99,829.00	
CHW Mechanical	\$	122,835.00	
Applied Mechanical	\$	99,247.00	
Energy Optimizers	\$	121,400.00	
Engineering Excellence	\$	573,350.75	
Comfort Systems	\$	116,208.00	

Bidders were permitted to submit alternative equipment as substitutions for the specified systems for facilities the library intends to vacate upon construction of new branches.

The initial low bidder withdrew their bid later that afternoon. Alternative systems using residential-quality substitute (I-Wave) systems were submitted by Triton lowering their bid cost to \$98,951. Energy Optimizers also submitted a quote for the I-Wave system with no change in cost.

Cost savings from alternative substitutions were not found to be sufficient to justify the purchase of systems that would not be relocated to new library buildings upon construction.

The RFP established three weighted criteria for selection of the preferred system: 75% cost, 30% experience/personnel/references and 5% for local business. Facilities Manager Angela Peterson conducted the evaluation of the proposals and evaluated the references/experience of the firms. Facilities Construction Consultant Gerry Mitchell provided additional analysis of the bids.

Staff recommend the second low bidder, Applied Mechanical as the firm proposed the preferred equipment, is based in Trotwood, and the firm was supported with high quality references.

On a motion by Ms. Merz, seconded by Mr. Thomas, the Board approved the award of the Bi-Polar Ionization System project to Applied Mechanical of Trotwood in the amount of \$99,247.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director gave the Board an update on the current building schedule for completion of projects. The West Branch purchase needed to be presented to the Dayton City Commission in a two-reading process before approval. The Library is awaiting approval before moving forward with closing. Nothmont has been approved for rezoning by the City of Englewood and it is possible the project will be bid in April/May of 2021. Burkhardt is moving forward with construction documents.

EXECUTIVE SESSION

It was recommended that the Board go into Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(2) to discuss property acquisition.

On a motion by Ms. Merz, seconded by Mr. Kennebrew, the Board entered into Executive Session.

A roll call vote was taken as follows:

Ms. Johnson, Aye
Mr. Kennebrew, Aye
Ms. Merz, Aye
Mr. Thomas, Aye

Ayes: All
Nays: None

The Board entered Executive Session at 4:17 p.m. and returned to open session at 5:05 p.m. The President reported that no resolution, rule or formal action was taken by the Board while in Executive Session in accordance with Article VII, Section 3, of the Amended and Restated Constitution and Bylaws of the Board of Trustees of the Dayton Metro Library, and with Section 121.22(G)(2) of the Ohio Revised Code.

ADJOURNMENT

On a motion by Ms. Merz, seconded by Ms. Kennebrew, the Board adjourned at 5:06 p.m.

Ayes: All
Nays: None

DAYTON METRO LIBRARY
MINUTES OF THE BOARD FACILITIES MEETING

Monday, December 7, 2020, 4:00 p.m.

This meeting Occurred via WebEx video conferencing due to the COVID-19 outbreak.

PRESENT: Barbara Hayde, Jeanne Holihan, Elaine Johnson,
Margot Merz, Nolan Thomas, Arlinda Vaughn

PRESIDING: Elaine Johnson, President

EXECUTIVE DIRECTOR: Tim Kambitsch

CALL TO ORDER

The President called the meeting to order at 4:03 p.m.

DECLARATION OF CONFLICTS OF INTEREST

Trustees were asked if they had identified any item on the agenda where there was an actual or potential conflict of interest. No conflicts were announced.

APPROVAL OF AGENDA

On a motion by Ms. Hayde, seconded by Ms. Merz, the agenda was approved by the Board.

Ayes: All
Nays: None

HUBER HEIGHTS PURCHASE/SALES AGREEMENT - ACTION

The Executive Director negotiated a contract to purchase approximately 4 acres of real property located along the Brant Pike Corridor in the City of Huber Heights for the new Huber Heights Branch Library. The City of Huber Heights has recently acquired PARID: P70 03912 0102 and P70 03912 0106 (collectively “Marion Shopping Center”) and PARID: P70 03912 0130 (“MVH Property”) for a new development (collectively “Southpoint Crossing”). Within the new development, the City of Huber Heights shall create the new library parcel of approximately four acres to be situated at the southwest corner of Good Samaritan Way and Brandt Pike. The Library will purchase the new parcel from the City of Huber Heights for the amount of \$1,000,000.

On a motion by Ms. Merz, seconded by Ms. Holihan, the Board approved the purchase contingent upon completion of appropriate due diligence investigations of the property, and legal review of the title by legal counsel. The Board further authorized Fiscal Officer David Hess to execute all necessary documents to purchase the property located along the Brant Pike Corridor in the City of Huber Heights, and to perform any and all acts necessary and incidental to consummate this transaction.

Ayes: All
Nays: None

PROJECT & BUDGET UPDATE

The Executive Director and Gerry Mitchell, Facilities Construction consultant, gave the Board an update on the current building schedule for completion of projects. The West Branch is about 8% complete. Burkhardt bid documents are going out later in the week with the bid date in January and possible approval at the January Board meeting. Northmont is awaiting zoning approval.

ADJOURNMENT

On a motion by Ms. Holihan, seconded by Ms. Merz, the Board adjourned at 5:01 p.m.

Ayes: All
Nays: None