MINUTES

Biennial Meeting of LESA Board Electors of June 2, 2025

A. **Call to Order.** President Loy convened the statutory Biennial Meeting of the Livingston Educational Service Agency electors on Monday, June 2, 2025 at 6:10 p.m., at the Livingston Educational Service Agency Education Center, 1425 West Grand River Avenue, Howell, Michigan.

B. **Pledge of Allegiance.**

C. **Roll Call.** The Secretary called the roll.

LESA Board Members Present:	Vice President Don Cortez Secretary Harold Fryer Treasurer Gary Kaiser Trustee Lisa Marcella-O'Leary
Board Electors Present:	Alicia Urbain, Brighton Meg Marhofer, Howell
Staff Present:	Dr. Michael Hubert, Judy Paulsen
Guest(s) Present:	Cindy Michniewicz
LESA Board Member(s) Absent:	President LuAnn Loy

D. **Approval of Agenda.**

It was moved by Fryer and seconded by Kaiser to approve the agenda as presented.

The motion carried unanimously.

E. **Minutes of the 2023 Biennial Meeting.** The minutes of the 2023 Biennial Meeting were available and reviewed.

F. **Call to the Public.** Vice President Cortez asked whether anyone in the audience wished to speak on any topic.

There was no response.

G. **Review of School Code.** Superintendent Hubert reviewed those portions of the Revised School Code pertaining to the biennial election of intermediate school district board members.

Section 614 of the Revised School Code pertains to the election of intermediate school board members. LESA board members are to be elected biennially on the first Monday in June by an electoral body composed of one person designated by the Board of Education of each constituent school district. The president and secretary of the LESA board are to act

as chairman and secretary of the meeting, which shall be an open meeting, and are responsible for supervising the voting process.

The term of office of each member elected to the LESA Board shall be for six years and shall begin the July 1 following the election. No more than three members of the LESA Board may serve simultaneously as a member of the board of a constituent district. The LESA Board and officials handling the election are responsible for compliance with these stipulations.

If no nominating petitions have been filed for a candidate to fill a vacancy, then in this event and only in this event, the chair of the biennial election may accept nominations for that vacancy from the floor.

H. **Notices and Appointments.** Superintendent Hubert stated that notices of the date, time and place of the meeting were sent to the secretary of each constituent board on May 6, 2025.

I. **Filed Petitions.** Vice President Cortez stated that three petitions were filed on or before 5:00 p.m. on May 5, 2025. Petitions were filed by Harold Fryer, Lisa Marcella-O'Leary, and Cindy Michniewicz. No nominations from the floor were allowed due to the petitions being legally filed.

J. **Appointment of Canvassers.** Vice President Cortez appointed Dr. Michael Hubert and Judy Paulsen to be canvassers.

K. **Voting.** Superintendent Hubert distributed ballots to the local board designees present. The ballots were collected by the canvassers and counted.

The canvassers announced that all votes cast were for Fryer and Michniewicz (two votes each), thus declaring that Fryer and Michniewicz were each elected to the Livingston Educational Service Agency Board of Education for a term of six (6) years, beginning July 1, 2025. Two votes were cast for Marcella-O'Leary, and it was declared that she was elected for the remainder of the term ending June 30, 2027.

L. **Action Item(s).**

The Agency, in partnership with O'Neal Construction, has received and reviewed bids for the LESA building project. O'Neal Construction has conducted thorough meetings with the sub-contractors to verify that all bids are complete and meet the project specifications.

In evaluating the proposals, considerations included bid amounts, subcontractor experience and references, and the overall completeness of the bids. Based on this evaluation, we recommend awarding contracts as follows:

Project Area	Vendor Name	Bid Amount
Electrical	Duggan's Construction	$389,155
Fire Alarm	Sonitrol Great Lakes	$22,279
Plumbing	Ken Cook's Plumbing	$260,000
HVAC	Covenant Environmental	$155,600
Accessories	Progressive Plumbing Supply	$12,140
Painting	Conci Painting	$18,290
Flooring	Conventional Carpet*	$24,820
Fire Suppression	TSFP	$10,500
Masonry	Arbor Masonry	$131,600
Flatwork	Concrete Construction	$81,369.58
Steel	Wolverine Steel Erectors	$11,805
Site Concrete	Concrete Construction	$101,100.32
Pre-Engineered Metal Building	Wolverine Steel Erectors**	$411,423
Gypsum Board	Shaffer	$199,360
Demolition	DKI	$22,300
Earthwork	Fessler Bowman	$499,963
Layout	Nederveld	$11,500
Asphalt	Nagle Paving	$113,890
Foundations	Poured Brick Walls***	$123,560
Testing	G2 Consulting Group	$32,785

***Flooring:** Conventional Carpet was not the lowest bid; however, the lowest bid was submitted after the bid deadline.
** **Pre-Engineered Metal Building**: Only one bid was received despite extensive outreach, including direct invitations to steel contractors and public advertisement. O'Neal Construction met with Wolverine Steel Erectors to confirm the bid's accuracy and scope alignment. The submitted bid is below project estimates.
*** **Foundations**: While not the lowest bid, Poured Brick Walls submitted a more complete and comprehensive proposal than the lowest bidder following a detailed scope review.
Bid tabulation worksheets are attached for your review.

It was moved by Kaiser and seconded by Fryer that the Board award the building project bids as presented.

A roll call vote was taken. Kaiser voted YES, Fryer voted YES, Marcella-O'Leary voted YES, Cortez voted YES, and Loy was ABSENT.

The motion carried unanimously.

M. <u>Other Business.</u>

There was no other business.

N. **<u>Adjournment.</u>** The meeting adjourned at 6:22 p.m.

Respectfully submitted,

Harold E. Fryer
Secretary

HEF/jp