

# Navajo County Community College District Governing Board Special Meeting Minutes

April 19, 2023 – 5:30 p.m.

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**Governing Board Member Present:** Ms. Kristine Laughter; Mr. Elias Jouen; Mr. Everett Robinson; Mr. Derrick Leslie.

**Governing Board Member Absent:**

**Others Present:** President Chato Hazelbaker; Recording Secretary to the Board Paul Hempsey; Vice President for Administrative Services (VPAS) Maderia Ellison; Justin White; David Huish.

## **Agenda Item 1: Call to Order and Pledge of Allegiance**

Chair Laughter called the meeting to order at 5:32 p.m. and led the pledge of allegiance.

## **Agenda Item 2: Adoption of Agenda**

*Mr. Leslie made a motion to adopt the agenda as presented. Mr. Robinson seconded the motion. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.*

## **Agenda Item 3: Remodel at Snowflake Student Center**

VPAS Ellison asked Director of Facilities and Vehicles, Justin White, to present the request to approve the costs associated with the remodel of the Silver Creek Campus Student Center which was damaged due to a frozen pipe break.

Mr. Robinson asked about additional changes to move an existing doorway to allow for better access to the new offices. Director White noted that this would be a good thought but that the doorway was currently within a load bearing wall and would take a bit of work and additional cost.

Chair Laughter asked what the size of the building was. Director of Construction, David Huish, responded that the building was 8000 square feet.

Mr. Leslie asked whether the Board Policy and College Procedures on procurement allowed the Board to move this recommendation along without the generally required sealed bid process. VPAS Ellison noted the broad exceptions available within the procurement procedure which makes the recommendation valid and legal. A contractor, hired by the insurance company to complete restoration after the flooding, was already on-site, familiar with the building and working for the college, and available to complete the renovations. This results in cost savings to the college and a completion date prior to the first day of classes for the Fall 2023 semester. VPAS Ellison offered to send the Procurement procedure to the Board members.



Mr. Jouen noted that this would be a tremendous savings for the college as the sealed bid process would not only delay the project by months but that the college would then have to pay for a second mobilization of equipment when the award is made and likely have to undo some of the work completed during the insurance portion of the restoration work.

Chair Laughter noted that this was the second time a frozen pipe break had caused flooding in the Student Center and asked for details on how this would be mitigated in the future. Director White responded with information on the additional insulation installed within the building.

*Mr. Jouen made a motion to approve the award of contract to Restore Pro for the remodel of the Student Center at the Snowflake Campus for an amount not to exceed \$155,000.00 as presented. Mr. Robinson seconded. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.***

#### **Agenda Item 4: Announcement of Next Regular Meeting**

Regular District Governing Board meeting on Tuesday, May 16, 2023 at 10 a.m.

#### **Agenda Item 4: Adjournment**

*The meeting was adjourned at 3:47 p.m. upon a motion by Mr. Robinson and a second by Mr. Jouen. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.***

Respectfully submitted,



Paul Hempsey  
Recording Secretary to the Board

