



Sublette County Hospital District Board Meeting Minutes
April 3, 2024 at 4:00 p.m.
By Zoom Only

The Sublette County Hospital District Board of Trustees met in a Special Board Meeting by Zoom on April 3, 2024 at 4:00 p.m. with Tonia Hoffman, Kenda Tanner and Jamison Ziegler present by Zoom. Also present by Zoom were Lindsey Bond, Jann Maxfield, Nathan Pitman, JD Dreyer, Michelle Stauthamer, Shawn Leisure, Travis (Adams), Valerie (Adams) and Lena Moeller.

At 4:01 p.m., the meeting was Called to Order by Chair Hoffman.

Set Agenda

Kenda motioned to set the agenda. Jamison Ziegler seconded. All in favor and motion carried.

Standing Business - Project Update

Shawn updated board on construction progress. Areas A, B and C exterior framing are complete other than some detail work on the exterior. Framing in area E will probably start next week after they pour the slab Friday. Interior framing started today on area A. Fire proofing an area A, B and C is about 75% complete.

They have an inspection next week on the 10th to sign off those areas. The roof in A, B and C other than the detail work is completed. The water proofing has started in areas A & B. The site's storm drain work will be started next week, weather pending. The city is going to lift the dig moratorium next Monday on the 8th and Layton is scrambling to try and get sewer manholes so they can begin that work.

Standing Business – Change Orders

Tonia reported that USDA is starting to consider some of the potential change orders that were submitted last week. Nathan is concerned that the change orders that were submitted weeks ago and have not been approved are starting to hold up progress of work. Tonia will be meeting with Kaitlyn from USDA tomorrow and will express the concern about the potential delay to the project if CO #11 & #12 are not approved soon.

Standing Business - Owner's Purchased Equipment

JD updated the board that there was a meeting today regarding soft cost items. DP also met with the furniture team today. The furniture team seems pretty confident that they can get back within budget but they asked for a few weeks to bring ideas to the table on how to get there.

There was some talk about reuse of office equipment and/or office furniture that is currently on location at SCHD.

On the medical equipment side, Susan was able to get information to Adams and they're working on some ideas to further save some costs on medical equipment. JD reported that everyone is working hard to try to bring various soft costs back into budget.

Standing Business - Pay Applications

Shawn asked that the board approve paying the Layton February Pay App in the amount of \$2,913,281.55 as it is a little over thirty days past due. Board received copy of Pay App by email to review prior to meeting. Kenda asked if the board should approve the entire February Pay App which includes all invoices, not just Layton, in the amount of \$2,976,144.39? Tonia stated that our funds are in a better state due to some reimbursements received by the USDA so they could go ahead and pay entire amount.

Kenda motioned that board approve the February Pay App in the amount of \$2,976,144.39.

Jamison seconded. All were in favor and motion carried.

Standing Business - Draw Schedule/Appendix D

Revised January Pay App, SF 271, revised detailed payment summary and a revised Appendix D was sent to the board to consider. There were some comments and questions from the USDA regarding one set of invoices on the original so the decision was made to pull those back out temporarily rather than holding it up any longer. Those invoices will be added to the February Pay App after a little more work is done on them. Chair Hoffman asked the board to consider allowing her to sign and submit the January Pay App to the USDA hopefully early tomorrow morning for reimbursement.

Kenda Tanner motioned to give Board Chair the authorization to sign the January Pay App package in the amount of \$2,279,033.23. Jamison Ziegler seconded. All in favor and motion carried.

Standing Business – Review of Any Current Invoices

No invoices needed review or approval at this time.

Old Business

None

New Business – Century Link Discussion

Discussion was had on the Century Link lines that were of concern with regards to where those lines are running and that there may be some issue with who was responsible for moving those lines. Lena has been in talks with Century Link and Tim Doyle for months but she thinks they may be coming to some sort of resolution. Layton wanted the Board to decide what they would like them to do as far as getting those lines removed off of SCHD property if they are indeed on the property. There is a meeting tomorrow on-site with the installer from Century Link as well as Chad & Kevin from the city to look at the property lines that were being staked out today. Chair Hoffman suggested that this discussion be tabled until next week.

Jamison Ziegler motioned to table this item for next week's discussion. Kenda Tanner seconded. All in favor and motion carried.

New Business – SCHED Reimbursement Discussion

Chair Hoffman asked the Board to consider a reimbursement from the construction account to the operating account and possibly reserves to pay the District back for construction costs. The District has spent \$6.3 million in construction expenses prior to USDA approving any Pay Apps. Michelle reported that operating account is around \$500,000 and they have not received the Kaiser funds that have been requested. Board agreed that it is not quite the time to reimburse reserves at this time until more funds have been received but that there needs to be a transfer to the operating account at this time.

Kenda Tanner motioned that we transfer \$500,000 from the Bank of Jackson Hole into our operating account at First Bank. Jamison Ziegler seconded. All in favor and motion carried.

Public Comments

None

Executive Session

Kenda Tanner motioned that Board move into Executive Session to discuss real estate. Jamison Ziegler seconded. All were in favor and motion carried. ES entered into at 4:52 p.m.

Entered back into regular session at 5:22 p.m.

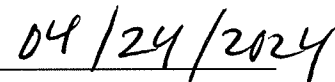
Adjournment

Jamison Ziegler motioned to adjourn the meeting. Kenda Tanner seconded. All in favor and motion carried. Meeting adjourned at 5:23 p.m.

Minutes taken by Jann Maxfield, Executive Assistant



Tonia Hoffman, Board Chair



Date