

Clearwater Township Hall Remodel Meeting
August 2, 2018
Unapproved Draft Minutes

The Clearwater Township Hall Remodel meeting was on August 2, 2018 at 6:37 PM at the Clearwater Township Hall by Kernie Moore.

Committee Members present: Clerk Eldridge, Deputy Clerk Moore, Kernie Moore, Bob Bergmann, Jeff West and Grace Beland

Committee Members not present: Supervisor Niederstadt and Truman Bicum

Also present: Bob Eldridge and Terri Konyha from JML Design

Meeting was opened with the Pledge of Allegiance.

Approval of Minutes: Motion by K. Eldridge and seconded by K. Moore to approved minutes from meeting on June 26, 2018. All in favor.

Approval of Agenda: Motion by K. Eldridge and seconded by Bergmann to approve the agenda. All in favor.

Updates from June Meeting:

J. Moore contacted JML Design Group; representative attending this meeting

J. Moore found Covermaster gym floor covering company on website and requested more information from them. Will share information received at next meeting. This will be more important once the gym refinishing is completed in early September.

Eldridge contacted MTA regarding the use of volunteers for demolition or other tasks. The MTA and the township's insurance provider both stated that while it sounds like a good way to engage the community, we were told that it is better for your general contractor's crew is a better path; the liability risk must be weighed against the "free labor". We can consider other ways to get the community involved.

JML Design Group Report and Design Idea Discussion:

Terri Konyha from JML Design provided a bit of history as to what was accomplished in 2017 by their firm. Fred Campbell met with the township in March and in May of 2017 for a total of 4.5 hours of onsite time taking measurements, taking pictures and meeting with the past committee. He has a working set of drawings of the existing building. JML Design group wants to have a better understanding of the direction the township plans to go before spending any more time on the project. At the time the wish list included: kitchen renovation, more office space and handicap accessible bathrooms. There was also a question of whether the stage would remain or go. Many decisions must be made by the township before JML Design feels are in a position to move forward.

K. Eldridge explained to all that the Township is still in the stage of evaluating ideas; no financing has been planned or allocated to date. Discussion by the group around ideas discussed during the June meeting and priorities previously assigned.

The committee felt that it was important to vote on the decision to remove or leave the stage in place. Motion by J. West and seconded by B. Eldridge to remove the stage in the

Township Hall due to the need for space and the fact that it is not handicap accessible. Discussion regarding what it would take to make the stage handicap accessible; it would be expensive to complete. Roll call vote: K. Moore – yes, B. Bergmann – yes, B. Eldridge – yes, J. West – yes; K. Eldridge – yes, J. Moore – yes, G. Beland – no. Motion Passed.

We discussed the phasing of the remodel and the kitchen requirements. All felt that in order to meet the needs for renting out the facility a commercial stove and refrigerator would be needed. The gym is used throughout the year for sports practices; no commercial activities in Gym.

Phases:

1. Handicap entrance, demolish stage, create office space
2. Address handicap bathrooms
3. Remodel kitchen and utility area
4. Look at converting tennis courts to parking space; move tennis courts to Heritage Park

Discussion around how to best approach getting a high level cost estimates for all phases. JML Design would recommend trying to get all phases in one blueprint to work from. Discussed office space needed. The group felt that room for at least 3 desks and 1 multifunctional, conference room space is needed. Need to also consider a place for township residents to sit when at the Township Office.

The timeline to complete all phases is expected to be completed in about 5 or more years. This discussion led to a discussion around the desire to ideally step back to look at the big picture. With the efforts to remodel the Fire Station as well as the Township Hall, would it make sense to also evaluate the cost of building a new building that houses both the Fire Department and the Township Offices. Today, it costs about \$150.00 per square foot to remodel the Township Hall; new construction would run about \$140.00 per square foot. J. West stated that 2 remodels will end up costing the township more money in the long run than building a new combined township building. We want to ensure that we are taking account of today's needs as well as future needs. The Fire Station property is potentially large enough to house a new combined facility for the township.

Tasks Assigned:

K. Eldridge to find out current occupancy numbers for the Township Hall; this will help determine the number of bathrooms required.

K. Eldridge to find out if townships are required to hold business meetings where the township records are held given current technology.

Next Meeting Date: Thursday, September 20, 2018 at 6:30PM at the Township Hall

Adjourned: Motion to adjourn made by J. West at 7:43 PM and seconded by B. Bergmann. All in favor.

Respectively submitted,

Jule Moore, Recording Secretary