

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Special Meeting
Friday, October 27, 2017

Meeting called to order: 3:15 p.m.

Members Present: Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, Steve Kile, Tim Holzman, Guyles Clifford

Roll Call: Bowers-yes, Costello-yes, Warchola-yes

Mr. Costello provided the most current plans from McCall Sharp. Mr. McCall requested the committee review the reception, clinic, offices, restrooms, meeting and conference rooms and provide feedback.

Mr. Warchola feels there is a lack of privacy with the office doors opening directly into the reception area. All office doors will be solid with sidelights. Mr. Kile feels 24” sidelights are ridiculous and recommends 12” in order for better use of the wall space. Ms. Bowers recommends hearing Mr. McCall’s rationale for the larger sidelights before making a decision.

It was determined to add an additional door so access to the conference room can be achieved without going through the training room.

Ms. Bowers recommends starting to compile a furniture list which will be needed for budget by year end. It was agreed to look at near new furniture items before purchasing brand new. Mr. Clifford recommended the trustees not be too conservative and not be afraid to spend some money, Ms. Bowers explained the Village of Chippewa Lake is part of the township and all inside millage goes to Road and Bridge and no monies can go to General Fund. The trustees are hoping to obtain a court order to be able to take some of the money to pay down the new safety services debt.

Ms. Bowers recommends determining the type and number of outlets needed in the training room so it can be discussed with Mr. McCall and incorporated into the design. It was determined to install eight - four plug outlets pending Mr. McCall’s recommendation.

Mr. Kile said the phone drops are on the plans but doesn’t feel they are in the correct places nor nearly enough. Ms. Bowers said Mr. McCall laid everything out for typical use of the building and if there is anything additional needed we need to inform him. Mr. Warchola said it is more economical to add items now opposed to after the building is built. Mr. Kile stated that he started marking on the drawings for the necessary changes and was told by Ms. Bailey he was not allowed to remove the drawings from the building and was requested to return the drawings which halted his progress.

Mr. Warchola acknowledged that Mr. Kile has eminent knowledge when it comes to the plans. Mr. Kile said additional discussion needs to take place before finalizing the plans. He feels that adding the necessary pipe and electric for items such as the air compressor and pressure washer should be incorporated into the plans but budget for the future purchase of the items in order to stay within the current budget. Ms. Bowers requested Mr. Kile make a list of the items the building should be designed for but are not an immediate necessity. She agrees that the pressure washer and compressor should be bid as alternatives. Mr. Kile recommends getting rid of the hot water pressure washer and put a tank less hot water heater on the side of the building which feeds the extractor and would like to add a mop sink. Mr. Kile recommends going tank less throughout the building and cascade tanks in the future if needed. There is not a significant price

difference between a tank versus tank less hot water system and Mr. Kile feels the ongoing cost to heat water in a tank consistently versus as needed is a waste of money. The trustees agreed.

Ms. Bowers and Mr. Holzman will make arrangements to look at office furniture.

Mr. Kile would like to confirm with Mr. McCall whether or not a hose lift and wench for the hoses along with the brackets on the railings for the hoses will be incorporated into the drawings.

Discussion over training facilities took place. Ms. Bowers said there has been discussion with the University to integrate their curriculum primarily for EMT and paramedics. Ms. Bowers explained that as we are preparing for the new safety services building we need to consider putting additional priority on the EMT and paramedic training due to new technology and building standards, structure fires are becoming less and more controlled. Ms. Bowers said the University Center has access to equipment acquisition funding that is not available to the township and the university has expressed interest in partnering with Lafayette Township but cannot commit until the new facility is built. She recommends scheduling a meeting with the University with Bill Thorne present.

Mr. Costello announced that Mr. McCall has received the specifications and documentation from Metro for the helicopter landing pad and the drawings reflect the recommendations. Mr. Costello will forward the site plan to the chief pilot at Metro for his review.

Discussion over the kitchen design took place. It was determined to have one upright refrigerator, one upright freezer and to install proper water and electrical lines for a future ice maker. The drawings include the two necessary drinking fountains and it was recommended not having them placed next to each other. It was recommended to have at least one of the drinking fountains contain a water bottle filling station.

Mr. Kile recommended having a room incorporated into the design on the upper floor which could allow for cable, internet, etc. and could potentially help for security purposes.

Ms. Bowers informed Mr. Warchola that the Jerusalem Church recently installed an electronic sign. She will request information regarding the sign and forward to Mr. Warchola.

Mr. Kile recommended having a urinal installed in the restroom that would be used most frequently by the public.

Mr. Kile stated that eventually a rack area would be needed to house the equipment that will control the screens and audio. He also recommended installing the necessary electrical outlets and jacks in the foyer to have a screen in the future that could display a variety of messages.

Ms. Bowers moved to adjourn, seconded by Mr. Warchola.
Meeting adjourned at 4:45 p.m.

Approved: _____

Lynda Bowers, Trustee

Michael Costello, Trustee

Shirley Bailey, Fiscal Officer

Martin Warchola, Trustee