



## MEETING MINUTES

### WARRINGTON TOWNSHIP COMMUNITY ROOM TASK FORCE

February 11th, 2022

2:00pm

Hybrid In Person at Township and Via ZOOM

#### CALL TO ORDER & PLEDGE OF ALLEGIANCE

**Task Force Members Attendance:** Rick Weiss, Andy Oles, Kris McCann, Bill Connolly, Michael Diorka

**Contributing Public Attendance:** Barry Luber, Ivy Ross, Fred Gaines, Carol Baker, Don Scott Jr., Ruth Schemm, Russ Diamond, Adele and Nick Weremeychik, Fred Suffian, Mike Gross.

#### APPROVAL OF MINUTES AND POSTING TO WEBSITE

1. Approval of Minutes from 2/4 Task Force Meeting
  - Minutes approved

**PUBLIC COMMENTS** (No Public Comments)

#### PRESENTATIONS BY GROUPS OR INDIVIDUALS

#### OLD BUSINESS

1. Bradley Road Traffic

- Rick Weiss- This task force has recommended (along with the Board) that traffic studies be done, but we shouldn't spend a lot of time on this as it is not part of our budget and it is not a task force decision.

- Andy Oles puts the overview on the screen of what an entrance at Barton Lane and Bradley Road would look like for the Task Force and Public Attending the meeting to see.

- Barry Luber explains- the 25 parking spaces as you enter the park would be eliminated, the utilities would have to be moved, we are looking at \$135-\$175k in costs, not including soft costs, and does not include the costs of paving the lot which also is needed. Barry would recommend that if the board considers doing this, they should do it all at once.

- Michael Diorka recommends that we see the total costs, including the paving of the lot, etc., before being brought to the board.

- Bill Connelly leads a brief conversation concerning flow of traffic within the parking lot, and how it would look conceptually. (After this, the discussion ends)

- Rick Weiss asks if anyone has a public comment and no one comments.

## 2. On Going Facility Needs

- Rick Weiss comments- Ongoing facility needs is a continuing part of the task force.

- Rick Weiss comments on the Supervisors Meeting on Tuesday and how our Task Force was discussed. During the Supervisors Meeting there was a debate about potential budget confusion. Rick then reviews the budget in more detail and the committee agrees that it has complete understanding of the project and its budget constraints.

- Further discussion ensues, it is reiterated and confirmed among the committee that we are targeting the original budget of \$1.1MM, that is the goal.

## NEW BUSINESS

### 1. Focus of Task Force

- Rick Weiss- I think we all agree that we want to put the highest state of electronics, engineering, sound systems, that we can afford in the building.

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### 2. Audio, Video, Internet, and Wifi Needs, All Modern Tech Ideas.

-Andy Oles- The best we can do within our budget. Energy efficient, technology, let's focus on what we can do within our budget constraints.

-Michael Diorka asks if that it includes the security system, The committee confirms, yes.

### 3. Public Utilities- Water and Sewer

- Rick Weiss- Utilities, are they public? Both water and sewer?

- Barry Luber confirms the sewer and water are both public.

- Michael Diorka asks to confirm that fire alarm system is also included in the "modern tech" discussion (#2 above). Rick Weiss confirms "yes".

- Andy Oles suggests that we bring Gary Toth (Commercial Codes and Inspection) in for finalizing plans, he can give us a lot of specifics. There is a brief conversation, the consensus is this is a good idea.

- Ivy Ross confirms- Our business and application plan must be in 6 months after the January 1<sup>st</sup>, 2022, grant award date, but she would prefer we have it done by 6/1 to give us some time. After that, we will be given a consultant to work with. Once we start working with the consultant, they will put some "time limits" in place, or "goals" as far as timing.

- Rick Weiss- the only deadline is having a business plan by a certain date. We don't have any "hard deadlines" to meet to fulfill the grant application. Ivy confirms- no firm deadlines, but also the sooner the better.
- Ivy Ross- We need specifics (progress that can go onto paper) from this Task Force within the "Business Plan".

#### 4. Architect and Project Manager Interviews and Hiring.

- Rick Weiss- As we discussed in a previous meeting, we built a police station successfully on budget, and everybody that Rick spoke with who had dealings with the design team and project engineer had praise for them. (Rick makes it clear he doesn't know them, and he personally did not have contact with them)
- Michael Diorka asks if we should consider a second quote, just in case, making sure we keep the pricing fair.
- Barry Luber – Let's make it clear, are we discussing architect or design team?
- Rick Weiss answers- Let's talk design team first.
- GKO (designed police station); in addition Phillips Donovan (designed Township building) reached out to Barry Luber about the project.
- Bill Connelly- Not only should we be honest, but we should also make it so we appear honest to the public, and the best way to do this would be to get a second quote.
- The Task Force agrees to bring both GKO and Phillips Donovan in at our next meeting (Friday the 18<sup>th</sup>) to present the Task Force. (both will get 40 minutes to present)
- Rick Weiss- Do we want to use the same logic for a project manager?
- The Task Force decides yes, we want to do the same for project manager, we will get 2 quotes. We will bring them in for presentations on February 26<sup>th</sup>.
- Boyle (Project Manager on police station) and "Runner Up" from the police station project will both present on 2/26. (The second company will be confirmed before the next meeting)
- Rick Weiss- Agenda is covered. Any other business to discuss?
- Brief discussion on future agenda items.
- Next 2 meetings will be interview based (Design Team, followed by Project Manager).
- Andy Oles- We should have both the Design Team and Project Manager selected by the first or second meeting in March. (most likely the first meeting in March).
- Rick Weiss- We need to figure out what our go forward role is going forward. (after a business plan is in place and we have chosen the Design Team and the Project Manager).
- Fred Gaines comments on the "soft costs" of the project. Also, we will most likely wind up with a smaller firm that specializes in smaller projects, such as this.
- Barry Luber- clarifies the various "soft costs" involved, architect fees, inspection, etc. Due to these costs, we are probably around \$800-\$900k in actual construction costs.

- Rick Weiss- We are not responsible for “stocking” the building with chairs and tables, etc. Our focus is the building itself (the structure) and the design features. (Rick was asking the task force, as well as Barry and Fred Gaines, to clarify this, after discussion, the everyone agrees this is correct).
- Further discussion on design and usage of the building.
- Discussion of the Task Force meetings schedule going forward. Will most likely be “as needed” (not weekly) after the Business Plan, Design Team, and Project Manager are in place.
- Meeting Adjourned.

### **OTHER BUSINESS**

1. N/A

### **ADJOURNMENT**