

Vergennes Township – 10381 Bailey Dr. Lowell, MI 49331

Special Meeting of the Township Board

September 21, 2020

Minutes

The meeting was called to order by Tim Wittenbach at 6:03 p.m.

Meeting with Tim Spitzley (Architect) and Dave Austin (Civil Engineer) to discuss most update plans for new building.

From Tim Spitzley:

- Water faucet added to outside of building on the north side.
- Alternate plan - keeping the possibility open depending on price regarding adding the brick right away or later on.
- Per Board request, plans keep conference and storage room. Kitchen wall flush with hallway, moved drinking fountain.
- Windows in conference room are good for fire wall up to 300 max occupancy (obviously will stay below that).
- Added additional electrical to provide power to the cubicles
- Current electrical pole will need to be moved - up to consumers where pole will be placed.
- Discussed sidewalk to the door in the back and putting outdoor lights alongside the sidewalk or put on outside of building to flood to sidewalk on both the north and south side of building.

From Dave Austin:

- Plans show enlarging the retention pond area, adding a graded slope. Likely the parking will need to be cut to allow drainage to retention pond.
- If there are overflow parking concerns, possible to deepen the pond instead of widening, but the deeper the pond requires more to maintain and possibly a fence.

Bid Plans

Bid plans: send it out and see what we get back. Tim Spitzley will put it on Builders Exchange, the township will post in the newspaper. Plans will be ready to go out to bids on Friday, September 25, 2020. Allow four weeks for bids. Bid opening must be public. No completion date set. Due the 21st of October 10:00 am. Rapid City Printing Company. Construction can start November 9 or 10. Things to consider, winter construction surcharge. If bid prices can be held for sixty days that would be beneficial.

Meeting adjourned at 6:59 p.m.