

**Ovid Township
Kinderhook Township Hall
April 6th, 2017**

Special Meeting

Members present: Greg Gemmill, Supervisor; Shelly AcMoody, Treasurer; Robbi Omo, Clerk; and Ron Sampsel, Trustee; Larry Omo, Trustee.

Members absent: None

Russ Jennings, Ovid Township Zoning Administrator was also present.

Greg Gemmill called the Special Meeting to order at 1:00PM.

Members and attendees said the Pledge to the Flag.

Agenda: Ron Sampsel made a motion to approve the agenda, supported by Robbi Omo. MOTION CARRIED.

1. OLD BUSINESS

- a. **DISCUSSION AND APPROVAL OF TEMPORARY TRAILER.** Robbi Omo presented a list of options for a mobile office unit to use as a temporary Township Hall. Vendors quoted based on a six month period, figures are approximate:
 - i. ModSpace Standard - 12x60, \$12,377.00
 - ii. ModSpace Deluxe - 12x60, \$14,675.00
 - iii. Williams Scotsman - 12x60, \$15,188.00
 - iv. Acton Mobile - 12x60, \$15,004.00
 - v. Acton Mobile - 12x46, \$14,093.00
 - vi. After discussion regarding size, costs, additional needs, and handicap accessibility, Greg Gemmill made a motion to lease the standard 12x60 foot unit from ModSpace (\$12,377.00) and use the services from General Sanitation (approximately \$400/mo.) for waste management needs. Supported by Larry Omo, MOTION CARRIED.
- b. **DISCUSSION AND AWARD OF DEMOLITION BID.** Greg Gemmill presented bids for demolition of what remains of the old building. Board members discussed the six bids for demolition. Numbers below reflect removal of cement slab. Cost will be low if cement slab can be reused.
 - i. Longardner, \$4,245.00
 - ii. Davenport Excavating, \$4,200.00
 - iii. Handy Excavating, \$8,250.00
 - iv. Thompson, \$9,900.00
 - v. Stout Excavating, \$12,800.00
 - vi. Carpenter Creations, \$17,550.00
 - vii. Greg Gemmill made a motion to use Longardner Excavating and will follow up with them to ensure their quote is accurate to the request and they will provide the Township with proof of liability insurance. Supported by Ron Sampsel. MOTION CARRIED.
- c. **DISCUSSION AND AWARD OF ARCHITECT / ENGINEER.** Larry Omo and Robbi Omo discussed two potential engineers/designers, and the possibility of a third. Robbi will follow up with engineers to:

- i. Ensure they are quoting the same work, with the same information – one quote is a boilerplate style quote, while the other includes the entire scope of work.
 - ii. Ensure they are credentialed to determine the condition of the concrete slab.
 - iii. Determine whether or not the structural engineering portion is including within the quote.
- d. **DISCUSSION REGARDING BUILDERS FOR NEW TOWNSHIP HALL.** The insurance adjuster has directed the Township to get a per square foot quote from our contractors, but both Robbi and Larry have contacted contractors who are not comfortable giving a per square foot quote without design plans. Larry has been working with one contractor who will try to give us an estimate, but as of this meeting, the estimate has not been received. Robbi and Larry will continue to work with list of contractors to try to get estimates based on the size of the building.
- e. **DISCUSSION OF MATERIALS STORED AT BATTLE CREEK SERV-PRO.** Shelly and Robbi will be going to ServePro in Battle Creek the week of April 10th to review the documents/materials that have been stored since the fire. They will send a report via email the all board members once items are reviewed.

2. NEW BUSINESS

- a. **DECIDE ON BUILDER OF NEW TOWNSHIP HALL.** See 1d
- b. **PURCHASE (2) USED DESKS AND FILE CABINETS FOR TEMPORARY OFFICE.** Shelly informed board members that she could purchase two desks and two filing cabinets to be used in the temporary office for \$120.00 from Union Pallet. Ron Sampsel made a motion to purchase the desks and filing cabinets to be used in the interim in the mobile office. Supported by Greg Gemmill. **MOTION CARRIED**
 - i. Shelly will also work on finding two ergonomic chairs for the Treasurer and the Zoning Administrator Additional discussion took place regarding future storage of documents in fire-safe cabinets.

3. PUBLIC COMMENT: NONE

4. **ADJOURN:** Ron Sampsel made a motion to adjourn the meeting, supported by Larry Omo. **MOTION CARRIED.** Meeting adjourned at 2:55PM.