

**SPECIAL BOARD MEETING**  
**OF THE PRESIDENT AND BOARD OF TRUSTEES**  
**THURSDAY, SEPTEMBER 13, 2010**

**CALL TO ORDER AND ROLL CALL**

President Nunamaker called the meeting to order at 6:30 p.m. in the Municipal Center. Present at roll call were Trustees Blohm, Figurski, Ireland, Knar, Menzel and Tuman. Brian Wright from Sente, Rubel, Bosman, & Lee Architects, Superintendent of Public Works Jon Huizinga, Administrator Osten and Village Clerk Brouder were also present. The audience included several residents.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC WORKS GARAGE DESIGN**

President Nunamaker explained the purpose of this special meeting was to discuss the plans for the Public Works facility. Currently it will just be for equipment storage. With the current economy, the Village won't be able to do anything more for 5 – 6 years. He stated project bids are coming in about 20% less than budgeted. If the Village has surplus funds, he would like to see the addition of maintenance and office spaces included. He presented a display with photos of the current spaces and some equipment. He stated there are a few pieces in the garage that could possibly be stored outside, such as the loadmaster trailer, water leak trailer, utility trailer and rowboat & trailer. The loadmaster and utility trailers are steel framed with wooden supports that the wood needs replacing now. The rowboat is aluminum and could be left outside on its trailer. Superintendent Huizinga stated the water leak trailer should be kept inside. He had a photo of the present garage and office space. It includes three desks, computers and a work table in the office space. In the garage there are two maintenance bays and a lift for repairs. The complete bay might be moved to the new facility.

Trustee Knar passed out a design of the garage with the building reduced to approximately 11,000 square feet and moved to the north. The smaller building eliminates the need for the middle drive and would allow the Village to increase the size of the berm. This would be better for the residents. He also introduced the idea of a modular office building. It comes complete and includes three private offices, a larger meeting space, small kitchenette and his and hers bathrooms. Village would need to add a concrete pad and the utilities (plumbing and electric). The cost is \$80,000 for a new one and the buildings have a life span of 15 – 20 years. Trustee Blohm asked if it would be on a concrete site kitty-corner from the building. She asked where the vehicles would go that did not fit in the new building. He is not sure.

Trustee Ireland stated that he has not supported this program being just a storage building. He agrees with President Nunamaker about long term financials. He suggested eliminating the wash

bay area and using the middle aisle that already has a drain for cleaning and washing off the vehicles. He also suggested taking out the landscape, loadmaster and utility trailers, rowboat and trailer and the Crown Victoria. That would open up five spaces. We could possibly store them at the old Public Works area. He suggested parking vehicles in the drive aisles overnight. We could utilize this space for repairs. We recently bought a power washer, lift, and exhaust blower that could be moved there. We can use oil drums and can drain them to 250-gallon tanks that are pumped out. We would need a firewall. He also looked at modular buildings on-line and the Village could pick up used ones that could work. Maybe put the trailer inside. The Village will have to make sacrifices to make it work. Trustee Blohm said because we are a municipality, we have to have a special system for the oil and would not be able to use drums. Brian Wright confirmed that in any case, a special system would be needed. Trustee Ireland added that he wants to add the offices and repair area to make the building fully functional. Superintendent Huizinga stated it could be a problem cleaning vehicles in the aisle. It would block others from moving through. When coming back from mowing and chipping you don't want to have the aisle full.

President Nunamaker thanked Trustees Knar and Ireland and asked what the others thought.

Trustee Menzel agreed with eliminating the trailer spaces and adding the repair bay and having a modular office building that Trustee Knar suggested.

Trustee Blohm stated keeping the original footprint that we have, but add the repair facility and offices inside. There has to be fluidity in whatever the Village decides to do.

President Nunamaker stated we have the building shell and the question now is how do we best utilize it. He asked how many were comfortable leaving the trailers outside to add repair bays inside, and do Phase II at a later date.

Brian Wright added that the Village should do some of the infrastructure for the repair bay now, so we would have the shell ready for future. The site costs would be the same.

The cost to do the entire project is \$3.5M - \$3.6M. This included the mezzanine and concrete pre-cast walls. There was discussion on the cost differences with the original building plan (\$105 square foot) and Trustee Knar's scaled down version (\$120 square foot). Brian Wright was asked how much savings there would be by reducing the size of the building by 5 – 6 bays. He said about \$450,000.

Trustee Ireland asked if it were possible to store our mowers on the trailers. Superintendent Huizinga stated that we do already, but it is a hassle when the trailer is needed.

Trustee Menzel asked if all the buildings currently being used by Public Works are being torn down. They all are. Trustee Blohm wants to leave the building the size it is, even though it requires trailers to be stored outside. She reiterated that she would like to have the offices included either inside or outside and the repair bay inside. Trustee Knar added that we can't have everything we want, the Village simply can not afford it. He would like to see a mobile office, still prefers vehicle storage and to eliminate the middle drive. Trustee Menzel agreed the mobile office is a good idea. Trustee Figurski wants to keep the building as is with everything out of the weather to prolong the life of the equipment. Leave the mechanics area where it is now and then later rent a bay at the township. He stated the modular office space looks like trailer trash. The facility needs to be built characteristic with the neighborhood. Trustee Tuman added he does not mind the trailer offices. The Village would need to bring plumbing, electric and add a concrete pad for it. Brian Wright added it would cost about another \$25,000 for the concrete, electric and plumbing. Trustee Menzel

asked if any other Villages our size contracts out their repair work. Superintendent Huizinga stated no. Trustee Tuman added what happens when things break down and need to be towed. Also, with a Village our size, the equipment is needed right away. Trustee Tuman stated keep the building the same size and squeeze in the repair bays. Worry about the offices later. Trustee Menzel asked what additional would be required for the repair bays. Extra concrete is needed because there are more point loads.

Trustee Ireland said we could have 55-gallon drums for the oil and have it picked up. Same as we do now. The existing building is 2,500 square feet and four spaces provides about 1,800 square feet for the repair area. For the office we could use a couple more spaces on the inside, but he is also OK with a portable trailer. He would like to see all moved over there. Mr. Wright said the corner space where they would like the repair bays could be extended a little outside to make it more doable. Trustee Menzel asked if the building is heated. It is with gas overheads in the ceiling. It is kept about 55 degrees. There could also be a garage door on the inside, too. Mr. Wright stated that code requires oil separators. It is already included in the drawings, but there may be some extra footage. The concrete floor needs to be enhanced. Currently the Village is using a portable exhaust thing.

Trustees Blohm Ireland, Knar, Menzel and Tuman are agreeable to include the repair bay. Trustees Ireland, Knar and Menzel are agreeable with offices in modular trailers. Trustee Tuman said the offices can come at a later date. Trustee Knar added that if we keep the building the same size and added on, the cost is more. Possibly the mezzanine can be added later. Brian Wright was asked the cost to make full plans – it is 7% of the bid amount. Once the architect has a consensus on what the Village wants, they will draw up a proposal for Village approval and begin the schematics. The Board would like a proposal based on the repair bays added by removing four spaces and no offices inside, but would consider a modular office. The wash bay stays as is. President Nunamaker asked Mr. Wright to incorporate these changes. He will get a proposal to the Village by Thursday.

**ADJOURNMENT**

**~ Trustee Menzel made a motion to adjourn the Village Board meeting at 8:08 p.m. Trustee Knar seconded.** All were in favor.

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Robert J. Nunamaker, Village President

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Date Approved

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Donna M. Brouder, Village Clerk