

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Special Meeting  
Friday, September 6, 2019

Members Present: Trustee Martin Warchola, Trustee Lynda Bowers, Trustee Michael Costello, Legal Counsel- William Thorne, Owner's Representative- Bill McDonald, James Magda- Knoch Corporation, Ed McCall- McCall Sharp Architecture, and Assistant Fire Chief- Tim Holzman

Meeting called to order: 2:30 p.m.

Mr. Magda confirmed the parking lot striping must be completed in order to for the Owner to obtain an occupancy permit and anticipates completion this weekend. He will verify completion Monday and call for the building final inspection in conjunction with the sprinkler final inspection. Both inspections will be conducted by Mr. Tim Payne. Mr. McDonald explained the final inspection for the plumbing was completed prior to the inspector's knowledge of the installation of the extractors which require the backflow preventer in order to meet code.

Mr. McDonald requested Mr. Magda schedule a meeting with the fire department, Speelman Electric and MedVet. It was determined to have the following people join the meeting for operational purposes; Chief Hall, Assistant Chief Holzman, Captain Mike Savetski, Captain Josh Wilfong, Lieutenant April Winters and Service Supervisor, Rick Evans. Mr. Magda requested available a few dates be sent to him prior to him arranging the meeting.

Mr. McDonald said the Owner will pay Baughman Finishing directly \$2,790.00 to finish the thirty-one wood doors and then receive a deduct from Knoch for the entire \$2,790.00. Baughman Finishing requested being paid directly by the Owner. Mr. Magda inquired if the Board considered the warranty on the doors and Mr. McDonald confirmed the Owners understand. Knoch will deliver the doors directly to Baughman Finishing. Mr. Magda confirmed he would provide a written approval from Knoch acknowledging the doors will be finished by Baughman Finishing.

Mr. McDonald provided a quote from Greenkeepers in the amount of \$9,175.00 for the ground preparation, topsoil and seeding for the new Safety Services site. Mr. McDonald will contact Greenkeepers and inform the completion date must be listed on the quote. An additional quote of \$4,500.00 was provided for the trees, shrubs and plantings. Mr. McDonald will see if Greenkeepers will be utilizing hydroseeding. Mr. Thorne will review the quote.

**Trustee Costello moved to approve the Greenkeepers quote in an amount not to exceed \$9,175.00 to include netting. Trustee Bowers seconded the motion. All voting in favor.**

Mr. McDonald has received pay app #14 and will review. Ms. Bailey provided a check for pay app #13.

Mr. Magda needs to have a meeting with Mr. Fenske in order to finalize change orders.

Mr. McDonald informed Mr. Magda of the interior sign changes and provided the necessary information. The sign for room 110 will now read "Fire Chief and Assistant Chief". Room 111 will now read "Community Resource". He requested the signs be of the same size, with no abbreviations, even if it requires a larger sized sign. Mr. Magda will report back if there is any issues with the sign.

Mr. McDonald informed a 14' x 5' floor mat is needed in the kitchen area for safety. Trustee Costello explained hot grease hitting the floor is a concern.

Bunk room lockers will be available for pick up no later than Saturday, September 21<sup>st</sup>. Mr. McDonald informed Assistant Chief Holzman I order to have enough help with the transport.

Mr. Magda confirmed the new screens have been ordered through Team One with a five week lead time and anticipates arrival in approximately 3 weeks.

Discussion took place regarding having the ability to turn the lights on simultaneously when a call comes in. Mr. McDonald explained there was a sequence of operation on the electrical drawing that clearly specified how it was to work. Mr. Magda believes it is not connected at the current time and believes it needs connected to the fire department radio. Chief Hall informed Mr. McDonald that the radio is on and functioning. Mr. McCall said the relay switch was listed on the drawing and is the responsibility of the electrician and recommended Staley communicate with Speelman in order to rectify the issue.

Knoch will leave all unused paint.

The credit was completed for the IT room change from carpet to vinyl and Mr. McDonald wanted to ensure the 13 square yards of carpet is left at the building.

The majority of the punch list has been completed thus far. Mr. McCall said progress is being made. Mr. Magda was informed of the area on the back of the building where the mortar is a different color and wishes to have that addressed. Mr. Magda will check with the United Masonry.

Trustee Costello confirmed Mr. Evans ordered and will install the signs that instruct heavy traffic to remain off the light duty asphalt.

Outstanding punch list items are as follows: coils for power in apparatus bays- electrician is looking to repair rather than replace, wood doors, screens, interior painting has been completed. Mr. McDonald recommended the wood above the garage doors not be painted because he sees no beneficial reason to paint. Mr. McCall agreed. Mr. Magda said treated lumber is "wet" and would cause paint to peel in a short amount of time. Mr. McDonald confirmed the tedious final painting is currently being worked on the bays. The warped hollow metal door needs ordered. There are a few holes that require caulking. Mr. McCall stated most of the remaining items are minor.

Mr. McCall said he can produce the substantial completion certificate pending the occupancy permit. There is an inspection scheduled for Tuesday, September 10<sup>th</sup>. Pending the inspection, the department can start moving in the building as early as Friday the 13th. Trustee Warchola said all office furniture must be moved in for Warwick to install the technology.

Mr. Magda confirmed the building is in need of thorough cleaning including the tower. Mr. Magda said the floors will be scrubbed.

Mr. McDonald said the south side threshold in the meeting room needs the door sweep adjusted or replaced in order to stop the daylight from passing through and offer additional protection. Trustee Costello noted the fire door also has a gap. Mr. McCall recommended installing an aluminum or rubber sweep at the base of the door.

Mr. McDonald stated restroom 133 needs caulked. Kick plates have been installed at the top of the tower and around the columns.

Mr. McDonald said many of the lights that are on sensors are not functioning properly. Mr. McCall said it was explained to Knoch, by Speelman, that the light sensors contain memory and over time people will be sensed causing the lights to react sooner. Mr. McDonald said this is something that needs to be monitored closely. Trustee Costello stated the bay lights don't seem to be consistent nor appear to be in the same pattern as the original walk through. Mr. Magda will send written notice to Speelman informing of the light sensor issues. Mr. McDonald said when walking into the meeting room through the conference room, the switch is at the opposite end of the room. Mr. McDonald will review options and report back.

Mr. McCall will send a detail for the shower door in both bathrooms.

Request Speelman to present a demonstration on the sensor lights

Mr. McCall said a punch list can be created at the eleven month "walk through" in order to present any issues that have not met the specifications with the new building along with any items that may still be under warranty.

Next meeting is scheduled for Monday, September 16, 2019 at 2:30 p.m. with the trustee meeting scheduled the same day at 6:00 p.m.

Trustee Bowers thanked Mr. McCall for designing a great building for a good price. She said he did exactly what he was asked to do, something basic and functional with no waste and no excess.

Meeting adjourned at 3:50 p.m.

Approved: \_\_\_\_\_

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Martin Warchola, Trustee

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Lynda Bowers, Trustee

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Michael Costello, Trustee

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Shirley Bailey, Fiscal Officer

**RESOLUTIONS & MOTIONS**

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