

Green Oak Charter Township
Board of Trustees
Special Meeting Minutes
May 24, 2017

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6 Roll Call – Susan Daugherty, Treasurer, Tracey Edry, Trustee, Richard Everett,
7 Trustee, Daniel Rainko, Trustee, Mark St. Charles, Supervisor, Jim Tuthill, Trustee

8
9 Absent: Michael Sedlak, Clerk

10
11 Guests:

12
13 **APPROVAL OF AGENDA**

14 Item D. was added to the agenda to receive an update regarding the
15 police/fire/community center building.

16 **Motion by Edry, second by Tuthill**
17 **To approve the agenda as revised.**

18
19 **Voice Vote: Ayes: Unanimous**
20 **Nays: None**

21
22 **MOTION APPROVED**

23
24 **PUBLIC COMMENT - None**

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26
27 **BUSINESS ITEMS**

28
29 **A. Proposal from OHM Advisors for hosting/managing GIS**

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31 Supervisor St. Charles explained for several years they have cooperated with the joint
32 GIS endeavor with Livingston County. Over the years it has become apparent that
33 when there is an issue with GIS there is not any on site help available, only phone
34 assistance. Last month they reviewed the new GIS mapping that is being done by
35 LCWA. By OHM hosting and managing the GIS the possibilities are numerous.

36
37 Mr. Cousins provided a demonstration to the Board. He also explained they will have
38 the use of an interactive zoning map which can be accessed anytime by anyone.
39 Documents can also be attached to anything. He explained mapping can be done for
40 the police department as well, including mapping out things such as sex offenders.

41
42 There was a brief question and answer portion from the township department heads
43 and Mr. Cousins.

45 **Motion by Edry, second by Everett**
46 **To approve the proposal dated May 9, 2017 between OHM and Green Oak**
47 **Township and direct the Supervisor and Clerk to sign the proposal not to**
48 **exceed \$15,000 preliminary.**

49
50 **Roll Call Vote: Ayes: Unanimous**
51 **Nays: None**

52
53 **MOTION APPROVED**

54
55 **B. MMRMA Insurance Renewal**

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57 Supervisor St. Charles explained the renewal information for the upcoming year's
58 liability insurance. Last year's rate was \$188,500.00 this year's rate is \$189,256.00 or
59 an increase of \$756.00.

60
61 This year's redistribution of the pool amount is \$62,825.00.

62
63 As of May 24, 2017, the loss retention rate is \$409,000.00.

64
65 Supervisor St. Charles suggested utilizing the funds in the redistribution capital projects
66 account for the design and engineering of the new Police Station, Station 81 upgrades
67 and Community Center.

68
69 **Motion by Everett, second by Edry**
70 **To approve the MMRMA Insurance Renewal as presented and utilize the**
71 **retention to offset the cost of the buildings.**

72
73 **Voice Vote: Ayes: Unanimous**
74 **Nays: None**

75
76 **MOTION APPROVED**

77
78 **C. ASI Proposal for Horizon Hills Approach Paving**

79
80 Supervisor St. Charles explained the original proposal for the Horizon Hills Paving
81 Project called for the paving of the Livingston County road right of way it should have
82 stated to the confluence of Whitmore Lake Road. This mistake is due to not using an
83 engineer on the project to keep costs down.

84
85 Since the project is complete and all bills have been paid, there is approximately
86 \$31,000 remaining in the fund. This is the result of not hitting the contingency fund
87 during construction.

88
89 As they heard from several residents, the paving should have gone to the main road. A
90 proposal was requested from ASI to cut out the apron and install 6" of asphalt including
91 permits from the Livingston County Road Commission.

93 **Motion by Tuthill, second by Daugherty**
94 **To authorize the Supervisor to enter a contract with ASI for the Horizon**
95 **Hills approach per the proposal.**

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97 **Roll Call Vote: Ayes: Unanimous**
98 **Nays: None**
99

100 **MOTION APPROVED**

101
102 **D. Update Presentation on Police, Fire and Community Center**

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104 Mr. Gassen from Partners in Architecture shared the progress via a power point
105 presentation regarding the new Police, Fire and Community Center with the Board.
106

107 Treasurer Daugherty explained the only change in the contract was in Article 11, page
108 16. It now shows the breakdown of the costs.
109

110 **Motion by Edry, second by Daugherty**
111 **To direct the Supervisor and Clerk to sign the AIA document B-101-2007**
112 **between the owner and the architect as presented dated 2/23/2017 between**
113 **Partners in Architecture and Green Oak Township.**

114
115 **Roll Call Vote: Ayes: Unanimous**
116 **Nays: None**
117

118 **MOTION APPROVED**

119
120 **E. Construction Manager Selection**

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122 Treasurer Daugherty explained the committee thoroughly interviewed the candidates.
123 The Committee determined they would like to work with Frank Rewald. There was
124 enough staffing, there will be two superintendents for each building, they have
125 experience. They also liked the process of getting the bids in. Mr. Gassen explained
126 how the guaranteed maximum price works. Mr. Gassen explained they can also draft
127 language to address the "what if" scenario if for some reason the bond council said that
128 the project needed to be divided in order to make it more affordable.
129

130 **Motion by Everett, second by Edry**
131 **Per the recommendation of the Construction Committee regarding the new**
132 **Police Department, Fire Department and Community Center for Green Oak**
133 **Charter Township to appoint Frank Rewald and Sons as the designated**
134 **construction manager for the project at a price of \$863,536.00 not to**
135 **exceed.**

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137 **Roll Call Vote: Ayes: Unanimous**
138 **Nays: None**
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140 **MOTION APPROVED**

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DISCUSSION ITEMS - None

EXECUTIVE SESSION- None

PUBLIC COMMENT - None

ADJOURNMENT

The Board of Trustees meeting was adjourned at 8:34 p.m. due to no further business.

Respectfully Submitted,

Kellie Angelosanto
Recording Secretary

Approved as submitted June 7, 2017



Michael H. Sedlak, CMC
Township Clerk



Mark St. Charles
Township Supervisor