

**Minutes of the Meeting of the Avon Township Supervisors**  
January 20, 2010  
Avon City Hall

**Call to Order:** The meeting was called to order by Chairman Gondringer at 8:00 P.M.

**Pledge:** Everyone stood for the Pledge of Allegiance.

**Roll Call:** Present – LeRoy Gondringer, Richard Bresnahan, John Merdan. Also present were members of the Building Committee (Zoe Graul, Kelly Martini, Lee Larkey, Rick Pogatschnick, Ed Springer Jr., Stephen Saupe, architect Dan Tideman, construction manager Stephen Plantenberg) and guests (Dean Martini, Marion Gondringer).

**Business:**

1. **Engineering Contract** – Mr. Plantenberg reported that two bids (Bonestroo - \$4,900; Schultz Engineering - \$3,000) for civil engineering for the new township hall had been received. Plantenberg said he had reviewed the bids that they were comparable. He recommended accepting the low bid. Merdan moved to accept the bid from Schultz Engineering for \$3,000. Bresnahan second. All in favor. Motion carried.
2. **Building Committee Meeting/Report** – Mr. Dan Tideman from GLT Architects presented the newest drawings for the site, town hall and maintenance shed. The following is a summary of the major points/topics that were discussed.

Site Design – much the same as the previous drawings with the exception that the road entry was softened with a curve. There is room for expansion of both the town hall and shed. The salt shed will be located in the SE corner of the property, just south of the maintenance shed. The buildings will be grouped to appear like a 'farmstead'.

Parking Lot – paving will likely be postponed until a later date. This will initially save money. When funds are available, the paving can be combined with a road project to save money. A disadvantage of waiting is that there may be some rutting and re-grading may be necessary. Pervious surfaces are desirable but they require more maintenance and are more expensive.

Town Hall Floor Plan – the previous floor plan was modified to move the bathrooms to either side of the entry and put the meeting room directly in front of the doorway. There will be glass windows so that upon entry you can look into the meeting room and through to the wetland on the north side of the property. The new plan also featured a slightly larger kitchen and a simpler design of the office space. The plan is for a lay-in ceiling, 9' 8" high.

Maintenance Shed – no significant change from previous floor plan. Windows were included in the doors. Mr. Martini suggested that more natural lighting would be desirable so windows were suggested in the north and south sidewalls.

Hall Exterior – Mr. Tideman suggested the siding be cement fiberboard. The hall would have high windows (6 foot) with openings at the top. This design would provide the greatest unobstructed view, yet still allow for some natural ventilation. Two foot overhands are currently planned; four foot overhands could be included to decrease heat uptake in the summer, but would be more expensive. There will be township sign on

the front (and back?) of the building. The sign on the front will be to the left of the entryway. Two columns flank the entryway; if available, they could be rustic wooden-type posts.

Shed Exterior – The roof will slope to the rear of the building. Mr. Tideman assured that the roof would be strong enough to handle winter snow. There will be an overhang in the back to prevent water and snow from falling on the building. The shed will have a block foundation.

Windows – We need to decide on the level of quality of windows to use (*i.e.*, wood-frame type, Thermotek type).

Record Storage Room – The room will be 8 x 18, which should be adequate. The current design shows it constructed with block firewalls. Mr. Tideman indicated that these could be replaced by sheetrock and still allow for adequate fire protection with the advantage that the room would be larger.

Utility Room – The utility room won't be sound-proofed, but Mr. Tideman didn't think it would cause any noise problems in the main meeting room.

Entryway Doors – We need to decide on whether to have single or double entry doors. If two doors, Mr. Tideman recommended a removable mullion. It will likely not include handicap accessible openers due to cost and maintenance.

HVAC – There will be in-floor heating in the maintenance shed. The pros and cons of in-floor heating in the hall were discussed (pro – cost, efficiency; con – slow to respond to need). One idea is to have in-floor heating with supplemental heating (*i.e.*, baseboard electric, forced air furnace) that will heat/cool quickly. Mr. Tideman didn't have the figures with him but estimated that it would cost about \$6,000 extra for just the engineering of a geothermal system. There was a debate about whether to include a tank or tank-less water heater.

Design Development Phase – Mr. Tideman will move into the design development phase at this point if the group is comfortable with the general design.

**Adjournment:** Bresnahan moved to adjourn the meeting at 9:35 PM. Merdan second. All in favor. Motion carried.

**Next Meeting:** The next meeting will be February 17, 2010 at 8:00 PM, Avon City Hall. Mr. Tideman will come with a full drawing update and cost estimates. Mr. Plantenberg will attend the next meetings of the Planning Board (Jan 27) and Supervisors (3 Feb) to provide an update on the process.

Respectfully submitted,

Stephen Saupe, Deputy Clerk (Acting for Clerk Renee Smith)  
Minutes amended & approved: