

Board Observer Report

Board Observer: Ginger Wheeler

Date: 4/11/10

Milton Township Board of Trustees

Meeting started: 7:30 p.m.

Meeting adjourned: 9:00 p.m.

Officials present: (Trustees) Flickenger, Falbo, Larson, Edwards, Clerk Hinkle and Chairman Heidorn.

Estimates of public attendance: Road Commissioner Muhlfelt, CERT Chair Hinkle, Assessor Earl, presenter from Nichols Design, presenter from EP Doyle construction company, and about 10 others..

Chairman's Report:

Chair reported that postal workers collected 3700 lbs. of food for the food pantry which is housed in the current building on Main Street in Wheaton.

Citizen's Corp Homeland Security trained its 500th CERT member. Discussion of complaints on weeds and praise for Ralph Hinkle who gets property owners to cut their own weeds, saving government money.

Discussion of protecting seniors from fraud and abuse by meeting with postal inspectors.

Cemetery repair fund collected over \$1400 in two weeks to repair a circa 1860 Victorian fence at St. Stevens cemetery. There will be a rededication day of this cemetery in September.

May 29th there will be a Memorial Day Service at 11am at Jewel Cemetery. recently the cemetery was weeded by volunteers who pulled up garlic mustard and dandelions. Over 15 different wildflowers were seen growing at the cemetery.

Consent agenda was approved unanimously by roll call vote with no discussion.

Approval items under Unfinished Business

Dan Nichols presented his ideas for a \$660,000 renovation project for the Main St. Building. There was a motion to approve the plans and pay the architect funds in the \$60,000 range. There was discussion about the nature of the construction work using a design/build firm and a construction manager.

There was some discussion by board members that the renovation project had never been voted on. A motion was made to vote on whether or not to approve the renovation project or buy another building and move. Since everyone agreed that buying a new building and moving to another location would probably cost more and the current building would not sell in its current condition, the board agreed to move forward with the renovation project

which would incur about \$660,000 in expenses. Chairman Heidorn assured the board there was plenty of funds to accommodate the budget.

The architect, Mr. Nichols assured the board that some extras were cut from the budget to meet the budget threshold for the project. There was some discussion about renovating the second floor and how that would require an elevator to be ADA (American's with Disability Act) compliant. It was decided not to renovate the second floor.

Mr. Nichols said new windows would improve energy efficiency. He said the building structurally was in good shape but needs new mechanical systems. He said his staff worked with Milton Township staff for 3-4 weeks to gather information in order to draw up the plans.

There was discussion with the lawyer present from the firm of Bond/Dixon as to whether the Township would be required to put the project out to bid.

Because the project is over \$25,000 it would require an RFQ (Request for Qualifications). Once the RFQ is published and qualifications come in, then the board can evaluate if any of the firms would be invited to submit bids for the project.

If there is an "existing relationship" and the vendor meets qualifications, then the project amount can exceed \$25K without getting competitive bids. Mr. Nichols mentioned that he has a relationship with "Pat" through his work on parks and recreation buildings.

There was a discussion of collecting public bids from subcontractors. Mr. Heidorn said that the project would be made public and put out to bid.

Mr. Falbo asked that workers would be paid a prevailing wage, and he was assured they would.

Much discussion ensued about details of the construction.

At the closing, Mr Heidorn thanked Falbo, Hinkle, and Earl for going to Springfield to meet with legislators about the Illinois Emergency Command Center.

Mr. Flickenger said that if special meetings are required to do the public's business, then the board ought to have special meetings.