

RUSSELL ADMINISTRATION BUILDING

MARCH 18, 2019

Chairman Madden called the meeting to order at 9:00 am. Trustee Gabram and Mueller were present. Fiscal Officer Karen Walder was present

The following Department Heads were present: Police Chief Tim Carroll, Fire Chief John Frazier, Road Superintendent Gene Layne, and Zoning Inspector Shane Wrench.

Mr. Wrench reported on the potential storage facility to replace current storage in the Old Fire Station. Based on the estimate to replace the Old Fire Station roof, the cost approaches the price to replacing the whole structure. There have been several meetings between the department heads who will be utilizing the space and the architect from Larsen Architects to discuss their current and future needs. Based on stated needs, a new building of approximately 7,000 sq. ft. is called for, compared to the current building's storage area of 4,000 sq. ft. The location discussed for the new building would be behind the Police Department at the site of the old bus garage.

Police Chief Tim Carroll is looking for storage for larger pieces of evidence, such as a car, in a secure location. He also remarked that storage of police cruisers inside would extend the life of the cars. Fire Chief John Frazier said their storage needs mostly involve trailers, and some of it is seasonal. However he reported that having ready access to these trailers (versus their current storage) could contribute positively to response time. Road Superintendent Gene Layne said their needs are also seasonal, but pointed to the benefit of not having large capital equipment sitting outside. A heated facility would also benefit the diesel equipment which needs a warm up period before starting. The current building has only cold storage.

Mr. Mueller stated a belief that there was a 20 year guarantee on the roof and thinks the township could get some repairs done at the expense of the company who last repaired it, however Chief Frazier stated that when Tremco came in and did a roof analysis, the majority of the underlying metal decking was shot and has never been replaced. Mrs. Walder reported that the township has been paying for roof repairs and maintenance over the last several years, and is not aware of any warranty. Mr. Wrench shared a cost estimate of \$145,000 for the new roof, \$15,000 for needed tuck pointing on the building's exterior, and \$17,000 for fencing partitions.

Discussion of the various construction methods for a new building were discussed: pole barn construction, stick build construction and all steel. The steel framing will cost more than the pole barn structure. Mr. Wrench reported an estimate of \$50 per square foot for construction of a pole building. The architect will await direction and then will prepare renderings and prices based on the desired construction style. Current discussions call for no plumbing and very minimal electric, however, it was noted that there is still the sewer connection and water wells (capped) that might be suitable for future use.

Mrs. Walder reported that the township's insurance company, OTARMA, has a replacement cost around \$750,000.00 on the Old Fire Station, and our insurance premiums are based on replacement cost. Under the previous Fiscal Officer, a Reserve Study was performed in 2016 and they determined a replacement cost around \$575,000.00. Based on that figure, the annual cash reserve set aside of approximately \$56,000.00 per year was recommended. That amount is currently set aside as part of the General Fund cash reserve requirements. In 2018, the township budgeted and appropriated \$95,000.00 for a new roof for the Old Fire Station, however those funds were not spent. The 5 year budget noted an additional \$44,000.00 of expenditures for the Old Fire Station. Taking these expenditures, which the township would not incur if a new building was constructed, along with the \$56,000.00 cash reserve for the next 5 years would give the township a little over \$400,000.00 that could be directed toward a new building, while remaining revenue neutral in the General Fund. This would not include, however, the cost of razing the Old Fire Station or reconfiguring that site. The Trustees would have to decide where the funds to build a new building would be drawn, and then, going forward, determine which funds will pay for future up keep and maintenance.

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Each department head was asked to consider their department's ability to budget their pro-rated share of the up keep and maintenance costs of a new building.

Mr. Madden asked Mr. Wrench to continue working with Larson Architects on renderings for a 7,000 sq. ft. building, and also to prepare not just the construction costs for the building itself but also site preparation, paving or concrete cost and outfitting cost.

Mr. Mueller made the motion to adjourn. Mr. Gabram seconded the motion and it passed unanimously.

The meeting was adjourned at 9:48 am.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar