

Wright Township
Steering Committee on Township Owned Land
MINUTES
Wednesday, December 13, 2023 5:45 pm
Wright Township Offices
1565 Jackson St, Marne, MI 49435

Committee Attendance: Tyler Austin, Rich Dausman, Stephanie Mayrose, Rick Schoenborn, Steven Quirk

Absent: Sharyl Dietrich, Kathy Lothschultz

BCI Attendance: Travis Kamstra

1. Meeting called to order at 5:50 pm
2. Agenda approved
3. Minutes from the November 27 meeting approved
4. Public comment – no public comment
5. Unfinished business
 - a. Township Sign
 - i. Place sign between road and old building
 - ii. Hold on additional signage for building and boardroom
 - b. Flag Pole and Drop Box location
 - i. Have determined drive up for drop box will not be possible.
 - ii. Gave location for flag pole and drop box to BCI.
 - c. Reviewed Designer Offers
 - i. Pure Bliss Designs seemed to meet our needs the best.
 - ii. BCI will hold the contract
 - iii. Would like designer to be at the next meeting on December 27.
 - iv. Need to get more input on design so MEM can finish the designs
 - d. Tax Exempt Form given to BCI
 - e. Review current project status
 - i. Bring to Township Board for approval of Phase 2 at the February 2024 board meeting
 - ii. Would like have as much information as possible so the February meeting will be better to present.
6. New business
 - a. Reviewed Project Manual
 - i. BCI will send sample of bid form and it will be the same for each segment
 - b. Reviewed Pre-construction and Design Schedule
 - c. Reviewed insulation options
 - i. Will need to get the cost differences to make decisions and contingency
 - d. Security options reviewed
 - i. Need more input from current Township Board members on key card vs. coded doors before making a decision on what to use. Cost is a consideration as well.
 - e. January Planning Commission
 - i. Bring Site Plan to the January Planning Commission meeting for review and approval
 - ii. BCI will get the Site Plan ready to submit.

Meeting Adjourned 7:05 pm.

Next meeting – Wednesday, December 27 at Wright Township Offices 1565 Jackson St, Marne, MI 49435 at 5:45 pm.