

Wright Township  
Steering Committee on Township Owned Land  
MINUTES  
Tuesday, December 10, 2024 5:30pm  
New Township Hall site  
2040 Cleveland, Marne, MI 49435

Committee Attendance: Steve Quirk, Stephanie Mayrose, Sharyl Dietrich, Kathy Lothschutz, Rich Dausman, Tyler Austin, Rick Schoenborn

BCI Attendance: Travis Kamstra, Mike Klumpstra

Wright Township Board: Steve VanTimmeren

1. Meeting called to order at 5:30 pm
2. Agenda approved
3. Minutes from the November 12 meeting approved
4. Public comment
  - None
5. Old Business
  - a. Turnover and move in updates
    - i. BCI has punch list and will get it addressed
      1. Paint issues – Will have to go through a heating and cooling season before correction. This will still be within the warranty period.
      2. BCI will send list when completed.
    - ii. Sign update – will install temporary sign using existing materials until full evaluation on placement can be completed.
  - b. Address is officially 2024 Cleveland
  - c. Folding curtain has arrived and installation will be scheduled.
6. New Business
  - a. Walkthrough items – punch list will be addressed.
  - b. Close out and warranties – BCI has flash drive with all info and will share this with Sharyl.
  - c. Final invoice
    - i. Invoice has been received and payment will be made once the punch list is completed and the folding curtain is installed.
    - ii. Project will end \$12,000 under budget.
  - d. BCI gift to the project – BCI would like to donate a bench for the site. Steve will look at some options.
  - e. Open House
    - i. Thursday, January 16 – Weather date Thursday, January 23
      1. 4 pm for vendors
      2. 5-7 for public
  - f. Future meetings of this committee will be determined as needed to address future site development.

Meeting Adjourned at 7 pm.

Next meeting - Tuesday, January 14 at 5:30 pm at Wright Township Offices 2024 Cleveland, Marne, MI 49435.

Respectfully submitted by Stephanie Mayrose, Committee Secretary