



APPROVED

ACME TOWNSHIP SPECIAL BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Wednesday, April 11, 2018, 5:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 5:00 p.m.

ROLL CALL Members present: D. Nelson, P. Scott, J. Zollinger, D. White, J. Aukerman, A. Jenema
Members excused: C. Dye

Staff present: V. Donn, Recording Secretary

A. LIMITED PUBLIC COMMENT: None

B. APPROVAL OF AGENDA:

Motion by Aukerman to approve the agenda as presented, supported by Jenema.
Motion carried unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. NEW BUSINESS:

1. Bayside Park-Final Board approval of Project Scope

Zollinger explained how the itemized spreadsheet reads, the first column shows Elmer's bid, second are items modified by Jay/Klaus, and the last is recommended cuts by Parks & Trails. Jenema pointed out Elmer's bid came in higher than budgeted, so the Parks & Trails Committee looked at the bid separately from Jay/Klaus and then they did a comparison. They all agreed on the reductions as presented in the spreadsheet. The Bayside Park new playground package, drinking fountain, and foot wash station were cut with the prospect of getting a grant to cover those costs. Zollinger went back to Klaus and they made modifications updating the costs. The reductions came down to \$619,214.93 from \$744,052.05 in the overall project total. Some of the work will be completed by the township and if needed taking money from other funds that can be used for these types of projects.

Motion by Scott to move forward with the Parks & Trails recommended cuts covering the line items from top to bottom of the column, totaling \$619, 214.93 and using PA48 Metro funds where able and applying it where appropriate, plus adding cost of \$7,300 for the trash pad, supported by Aukerman. Roll call motion carried unanimously.

Motion by Scott for approval to have Zollinger sign Elmer's contract with the amount as discussed, supported by Nelson. Roll Call motion carried unanimously.

2. Township Office Renovations

Jenema presented a diagram of renovations for the township hall. The layout would make the flow of the office more functional. Moving the front storage area wall forward would allow space for two separate offices. This would free up room at the other end to accommodate the rest of the staff more efficiently and open the back-corner for a conference room. The walls that are now open at the top, would be extended to the ceiling for more privacy. If needed the renovation could be done in phases. Jenema would like to send out a letter requesting contractor bids and place an ad on the township website.

APPROVED

Motion by Nelson to give authorization to Jenema to request proposals from contractors for remodeling the township hall, for the purpose of getting back costs to the Board, supported by White. Motion carried unanimously.

3. 2018-2019 Board Budget Study Session.

Zollinger did an over view of the 2018-19 budget as was given to the Board. He adjusted items from the old budget he felt were over-priced or no longer needed. There were also some items added, wage increases for Planning & Zoning Administrator, Parks and Recreation Employee, Deputy Clerk, Office Assistant and software that needs to be updated.

In case there are any revisions, another review of the budget will take place at the May Board meeting. A public hearing on the budget is scheduled for the June 5, 2018 Board meeting.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None

ADJOURN: Meeting adjourned by Zollinger at 6:43 pm



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GENERAL TOWNSHIP MEETING POLICIES

- A. All cell phones shall be switched to silent mode or turned off.**
- B. Any person may make a video, audio or other record of this meeting. Standing equipment, records, or portable microphones must be located so as not to block audience view.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE
ROLL CALL

A. LIMITED PUBLIC COMMENT:

Public Comment periods are provided at the beginning and end of each meeting agenda. Members of the public may address the Board regarding any subject of community interest during these periods. Comment during other portions of the agenda may or may not be entertained at the moderator's discretion.

B. APPROVAL OF AGENDA:

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. NEW BUSINESS:

- 1. Bayside Park-Final Board approval of Project scope**
- 2. Township Office Renovations**
- 3. 2018-19 Board Budget study session**

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

ADJOURN

No.	Item	Engineer's Est.		Original Bid		Modified		Parks & Trails	
		Total	Total	Elmer's Total	Bid Elmer's Per Jay/Klaus	Recom Cuts	Recom Cuts		
1.01	Base Bid: Part I - Site Work								
	General Conditions and Mobilization	\$39,730.00	\$17,500.00		\$ 16,000.00		\$ 16,000.00		\$ 16,000.00
1.02	Earthwork and Grading	\$40,000.00	\$50,000.00		\$ 43,000.00		\$ 50,000.00		\$ 50,000.00
1.03	Fill, Class II	\$15,000.00	\$27,375.00		\$ 9,125.00		\$ 27,375.00		\$ 27,375.00
1.04	HMA Surface, Rem.	\$13,020.00	\$6,510.00		\$ 6,510.00		\$ 6,510.00		\$ 6,510.00
1.05	Concrete, Rem.	\$1,092.00	\$2,002.00		\$ 2,002.00		\$ 2,002.00		\$ 2,002.00
1.06	Tree removal, 6 inch to 18 inch	\$1,600.00	\$1,400.00		\$ -		\$ 1,400.00		\$ 1,400.00
1.07	Tree removal, 19 inch to 30 inch	\$3,000.00	\$1,900.00		\$ -		\$ 1,900.00		\$ 1,900.00
1.08	Pavilion, Removal and Disposal	\$2,400.00	\$5,000.00		\$ -		\$ -		\$ -
1.09	3" HMA, 13A (Parking)	\$54,450.00	\$65,340.00		\$ 65,340.00		\$ 65,340.00		\$ 65,340.00
1.1	22A Gravel Driveway, 6" CIP (Driveway)	\$540.00	\$945.00		\$ 945.00		\$ 945.00		\$ 945.00
1.11	22A Aggregate Base, 6" CIP (Park)	\$25,212.00	\$36,767.50		\$ 36,767.50		\$ 36,767.50		\$ 36,767.50
1.12	2" HMA, 13A (Trail)	\$10,950.00	\$12,848.00		\$ 8,360.00		\$ 12,848.00		\$ 12,848.00
1.13	22A Aggregate Base, 6" CIP (Trail)	\$9,156.00	\$19,838.00		\$ 12,870.00		\$ 19,838.00		\$ 19,838.00
1.14	Curb and Gutter, Conc., B2 MOD	\$12,920.00	\$22,440.00		\$ 22,440.00		\$ 22,440.00		\$ 22,440.00
1.15	Gutter, Conc., Mod.	\$2,125.00	\$3,750.00		\$ 3,750.00		\$ 3,750.00		\$ 3,750.00
1.16	Curb, Conc. Flush, 8"	\$4,740.00	\$10,862.50		\$ 9,707.50		\$ 6,720.00		\$ 6,720.00
1.17	Crosswalk Landing, 6", Flush	\$4,800.00	\$6,600.00		\$ 5,500.00		\$ 6,600.00		\$ 6,600.00
1.18	Parking Wheel Stop	\$3,538.00	\$9,150.00		\$ 9,150.00		\$ 9,150.00		\$ 9,150.00
1.19	Spillway, Conc.	\$1,000.00	\$800.00		\$ 800.00		\$ 800.00		\$ 800.00
1.2	Permeable Pavement	\$7,420.00	\$9,010.00		\$ 6,545.00		\$ 6,545.00		\$ 6,545.00
1.21	Fieldstone Rip Rap, 6"-12"	\$2,000.00	\$3,700.00		\$ 3,700.00		\$ 3,700.00		\$ 3,700.00
1.22	Boulders, 30" -36"	\$4,000.00	\$4,000.00		\$ -		\$ -		\$ -
1.23	Pavement Markings	\$1,200.00	\$3,000.00		\$ 3,000.00		\$ 3,000.00		\$ 3,000.00
1.24	Sidewalk, Conc., 4"	\$38,675.00	\$39,130.00		\$ 31,820.00		\$ 39,130.00		\$ 39,130.00
1.25	Sidewalk, Conc., Thickened Edge	\$2,720.00	\$5,576.00		\$ 5,576.00		\$ 5,576.00		\$ 5,576.00
1.26	Decorative Conc. Paving, 4"	\$4,840.00	\$6,380.00		\$ 3,625.00		\$ 3,625.00		\$ 3,625.00
1.27	Site Electrical Service	\$23,550.00	\$20,000.00		\$ -		\$ -		\$ -
1.28	Light, Bollard	\$9,000.00	\$1,200.00		\$ -		\$ -		\$ -
1.29	Water Service, 3/4"	\$4,000.00	\$13,200.00		\$ 8,778.00		\$ 7,795.00		\$ 7,795.00
1.3	Culvert, 12"	\$510.00	\$2,040.00		\$ 2,040.00		\$ 2,040.00		\$ 2,040.00
1.31	Beach Retaining Wall and Cap	\$18,750.00	\$25,625.00		\$ 12,100.00		\$ 12,100.00		\$ 12,100.00
1.32	Beach Sand, Overlay	\$2,900.00	\$4,698.00		\$ -		\$ 4,698.00		\$ 4,698.00
1.33	Drinking Fountain	\$3,000.00	\$5,000.00		\$ 5,000.00		\$ -		\$ -
1.34	Foot Wash Station	\$3,500.00	\$3,000.00		\$ 3,000.00		\$ -		\$ -
1.35	Bench, Installation	\$1,000.00	\$3,000.00		\$ -		\$ -		\$ -
1.36	Bike Rack, Installation	\$650.00	\$3,900.00		\$ -		\$ -		\$ -
1.37	Adawalk Beach Access, Installation	\$1,500.00	\$5,000.00		\$ -		\$ -		\$ -
1.38	Road Maintenance Gravel	\$1,500.00	\$2,000.00		\$ -		\$ -		\$ -
1.39	Site Irrigation System	\$18,000.00	\$18,750.00		\$ 18,750.00		\$ 18,750.00		\$ 18,750.00
1.4	Crushed Limestone Agg., 6 CIP	\$1,350.00	\$594.00		\$ 594.00		\$ 594.00		\$ 594.00
1.41	Sidewalk Channel Drain	\$3,500.00	\$5,000.00		\$ 5,000.00		\$ 5,000.00		\$ 5,000.00
1.42	Restoration and Establishment	\$10,000.00	\$22,500.00		\$ 27,000.00		\$ 27,000.00		\$ 27,000.00
	Base Bid: Part I Total	\$408,838.00	\$507,331.00		\$ 388,795.00		\$ 429,938.50		\$ 429,938.50
No.	Item								
	Base Bid: Part II - N Driveway Opening	Total	Total						
2.01	Temporary Traffic Control	\$6,500.00	\$10,000.00		\$ 10,000.00		\$ 10,000.00		\$ 10,000.00
2.02	HMA Surface, Rem.	\$432.00	\$792.00		\$ 792.00		\$ 792.00		\$ 792.00
2.03	Curb and Gutter, Rem.	\$948.00	\$1,264.00		\$ 1,264.00		\$ 1,264.00		\$ 1,264.00
2.04	3" HMA, 13A	\$1,350.00	\$1,620.00		\$ 1,620.00		\$ 1,620.00		\$ 1,620.00
2.05	22A Aggregate Base, 6" CIP	\$648.00	\$1,134.00		\$ 1,134.00		\$ 1,134.00		\$ 1,134.00
2.06	Curb and Gutter, Conc., B2	\$3,360.00	\$5,110.00		\$ 5,110.00		\$ 5,110.00		\$ 5,110.00
2.07	Gutter, Conc.	\$1,540.00	\$2,135.00		\$ 2,135.00		\$ 2,135.00		\$ 2,135.00
2.08	Stm. Structure, Casting Replacement	\$2,000.00	\$1,650.00		\$ 1,650.00		\$ 1,650.00		\$ 1,650.00
2.09	Reinforced, Conc. 6"	\$432.00	\$1,035.00		\$ 1,035.00		\$ 1,035.00		\$ 1,035.00
			\$ 24,740.00		\$ 24,740.00		\$ 24,740.00		\$ 24,740.00
			Original		Modified		Parks & Trails		Parks & Trails
			ACME BAYSIDE PARK - EXPECTED AND INCURRED COSTS (4/2/18)						
	Engineering PE/CE as of 4/03/18		\$ 67,552.00		\$ 67,552.00		\$ 67,552.00		\$ 67,552.00
	Engineering to Complete		\$ 7,448.00		\$ 7,448.00		\$ 7,448.00		\$ 7,448.00
	Tree Removal		\$ 19,000.00		\$ 19,000.00		\$ 19,000.00		\$ 19,000.00
	Elmer's		\$ 532,071.00		\$ 413,535.00		\$ 454,678.50		\$ 454,678.50
	Playground Package		\$ 41,500.00		\$ 41,500.00		\$ -		\$ -
	Signage Package		\$ 4,000.00		\$ 4,000.00		\$ 4,000.00		\$ 4,000.00
	Landscape Package		\$ 18,000.00		\$ 18,000.00		\$ 18,000.00		\$ 18,000.00
	Township Purchases*		\$ 28,050.00		\$ 28,050.00		\$ 28,050.00		\$ 28,050.00
	Sub-Total		\$ 717,621.00		\$ 599,085.00		\$ 598,728.50		\$ 598,728.50
	Contingency (5%)		\$ 35,881.05		\$ 29,954.25		\$ 29,936.43		\$ 29,936.43
	Bench Donation Program		\$ (9,450.00)		\$ (9,450.00)		\$ (9,450.00)		\$ (9,450.00)
	Overall Project Total		\$ 744,052.05		\$ 619,589.25		\$ 619,214.93		\$ 619,214.93

SKETCH/AREA TABLE ADDENDUM

Parcel No 01-300-050-00

Property Address 6042 ACME RD

City WILLIAMSBURG

County GRAND TRAVERSE State MI

Zip 49690

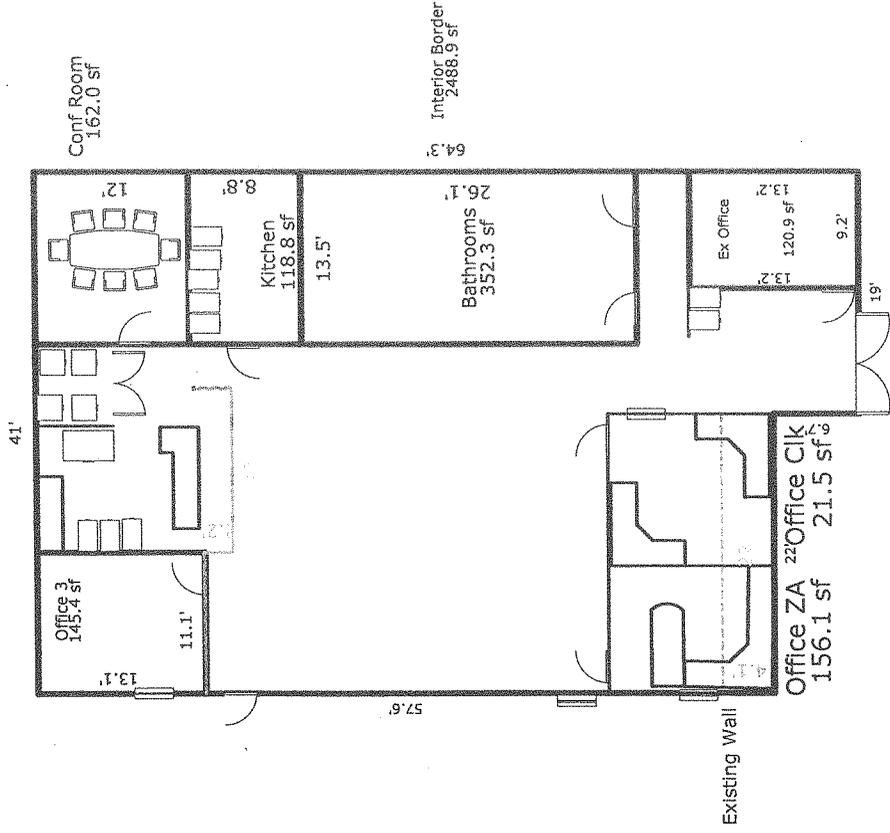
Owner ACME TOWNSHIP

Client

Appraiser Name

SUBJECT

IMPROVEMENTS SKETCH



Comments:

Scale: 1" = 15'

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
GBA1	Ex Office	1.00	120.91	44.7	
	Interior Border	1.00	2488.90	210.6	
	Office 3	1.00	145.41	48.4	
	Conf Room	1.00	162.00	51.0	
	Kitchen	1.00	118.80	44.6	
	Bathrooms	1.00	352.35	79.2	
	Existing Wall	1.00	Invalid		
OTH	Mtg Desk	1.00	130.11	46.0	130.11
Net BUILDING Area					3388

(rounded w/ factors)

Comment Table 1

Comment Table 2 Comment Table 3

AREA CALCULATIONS