

May 26, 2009  
Community Center Discussion

Present: Wendy Meierhoff, Stephen Dahl, Dave Mount, Dan Tanner, Mary Ann Sironen  
Also Present: Janice Hooley, Clerk Ann K. Cox

Meeting opened at 6:30 p.m.

Discussion:

- Finance – These numbers are set by lease aid.
  - Addendum sheets 2008 – 2009, change addendum dates from 2009 – 2010
  - \$24,850.00 per month.
  - \$298,200.00 per year.
  - \$135,000.00 for capital improvements (tenant repairs) whatever is left over is turned over to the lease holder (township) at the end of the year.
  - \$433,200.00 total.
- Hold harmless clause requested by NSCS from Township.
  - The hockey rink bothers NSCS insurance company.
  - We should name each other on our insurance policies.
- NSCS would like to hire their own custodian/engineer and not use Johnson Control for future custodial/engineering duties
- We have a separate contract for the septic system
- It would cost \$68,000.00 to have Stack Brothers come once a week to check the HVAC system.
  - The Township wants someone to manage/maintain the HVAC system
  - Requirement of a daily inspection of the HVAC system.
- Security/fire alarms
  - Johnson control can monitor the fire alarms
  - Stack Bros. cannot maintain the fire system
  - Security system belongs to NSCS, they are responsible for its maintenance.
    - The School has a more elaborate card system than the township needs but it is what NSCS prefers to use.
- Would we get the same services with Stack Bros. as we are currently getting from Johnson Control?
- Johnson Control does not take care of electrical services.
- Johnson Control does give us a more complete contract for \$28,000 more than Stack Bros.
- Our goal is to save as much money as possible
- Wendy Meierhoff will meet with Mark DuLong from Johnson Controls and see what kind of contract can be written to meet our needs.
  - See how much it costs to set up the township matrix.
  - As long as the Township and NSCS maintenance contracts stay separate there is no issue with NSCS and state reporting deadlines.
  - That part of the lease that would cover cost repayment could be modified anytime.
  - Johnson Controls contract expires June 30.
  - The Town will ask JCI for a contract without attachment A, we prefer attachment D only.
  - Wendy will contact the fire alarm and card people recommended by Stack Bros.
- Community School Concern:
  - We will be picketed by the carpenters union, where can they be on the property, do they have to sign in for safety?

Stephen Dahl made a motion that the town board authorize Dave Mount to sign on behalf of the township an addendum to the lease agreement for the Duluth Township Community Center for the period

July 1, 2009 to June 30, 2010 naming the monthly lease payment to be \$24,850.00 and the lump sum payment to be \$135,000.00 with the description of the tenants repair allowance remaining the same as the previous year except for changing dates as appropriate. Wendy Meierhoff seconded. Motion passed.

#### Additional Discussion

- Musser grant – we now have matching funds for the Musser grant.
- A matrix is needed so Machele and Ann can know what should be paid when a bill comes in.
  - We need a check and balance before releasing township funds.
  - Dan Schutte will have already looked at the bills before the township gets them, the township will then have a week to look over the bills before paying them.
- Dave Mount talked to Dan Schutte and asked how much it would cost the township to hire Dan to manage the whole contract, all grants. 120 hours at \$40.00 per hour.
  - Do we want to hire Dan?
  - Would Dan then be an independent contractor for the Township?
  - What will be done about insurance for Dan?

8:50 p.m. Dan Tanner made a motion to adjourn, Stephen Dahl seconded. Motion passed

Next meeting June 10, 6:30 Town Board, Tim Strom and NSCS