**Troy Township**
**Building Renovation Committee Meeting Notes**
**Monday, June 28, 2021**
**9:00 a.m.**

Committee Chairman Supervisor Joseph D. Baltz called the meeting to order at 9:00 a.m.

The Pledge of Allegiance was recited.

In Attendance:
Chairman Supervisor Joseph D. Baltz
Trustee Jerry Nudera
Assessor Kimberly Anderson
Administrator Jennifer Dylik (acting as Secretary)

A quorum is established. Also in attendance is Trustee Johnnie Greenwood and Mr. Jacob Been from Healy Bender Patton & Been.

Chairman Baltz asked three times for any citizen comments. No comments were made.

Chairman Baltz turned the meeting over to Mr. Been. Mr. Been presented three possible concept plans for consideration. A discussion was had regarding all three concepts and the pros/cons of each. The group decided that concept #3 was not favorable and indicated that concept #1 would be the most favorable but with adding in a few ideas from concept #2.

Mr. Been and the Committee discussed various finish options and various possible cubicle options.

Mr. Been presented the Committee with an estimated recommended construction budget of $496,000 noting that this figure will change over time based on the final plans, timing of construction, etc.

The Committee asked Mr. Been to revise the concept plan to correct the plan name to Troy Township Office and Community Center, change the office name labels, adjust the location of the assessor's file room, increase the seating area for reception, and create a larger conference room space.

Administrator Dylik was asked to contact the current camera security company to discuss options for key card entry and report back to the committee.

The Committee established the next meeting date as July 20, 2021, at 9:00 a.m. at the Troy Township Community Center.

Chairman Baltz adjourned the meeting at 10:15 a.m.

Jennifer Dylik, Secretary