

RECORD OF PROCEEDINGS

Minutes of **MIFFLIN TOWNSHIP BOARD OF TRUSTEES** Meeting

Held

July 20,

2021

Vice Chair Kevin Cavener called the Mifflin Township Board of Trustees Special Meeting to order via an advertised conference call at 2:05 p.m. on Tuesday, July 20, 2021. Vice Chair Cavener, Trustee Richard Angelou, Fiscal Officer Rick Duff, and Police Chief Tammy Phillips attended in-person. Chair Lynn Stewart was on an excused absence. Mr. Cavener said the purpose of the meeting was to discuss the plans as it relates to the construction/renovation of Station 132 for the police in the unincorporated area.

Chief Phillips presented three floor plans: the existing floor plan of Fire Station 132; a demo floor plan; and the final floor plan for the Mifflin Township Police. She said there are three bays at the current Station 132. She said the first bay would be kept as original as it will lead into the prison processing area eliminating the need for a prisoner to be in the police department area. The next bay will have a wall erected between it and the third bay. The center bay will be used as the reception area and handle walk-ins from the public. The third bay would be a conference/training area. This arrangement will eliminate the need for the public to enter the secured area of the police department. The addition of a doorway in the middle bay was determined to be necessary.

Chief Phillips described the fitness area will have lockers and shower on the west side of the building. Trustee Cavener said he would like to know the dimensions of the shower as it is unmarked on the blueprint. He said the addition of a secured doorway to the safe room is needed for access from inside the building. Chief Phillips said the safe room will have a telephone and video monitor with the capability of a victim to enter and lock the door from the inside to avoid confrontation with a perpetrator. The trustees agreed that once the building is finished, the public should be educated as to what a safe room is and how to use it, if ever needed. Chief Phillips continued to review the blueprint with the trustees. She said it has not been put out to bid yet. She said the total project budget is \$1.2M; the construction budget is \$921,500. The architect and engineer fees (Moody Nolan) are \$69,000. She reviewed other included fees such as legal fees; construction contingencies; and fixtures and furnishings. There was discussion as to how the roof and parking lot repaving/reconstruction/stripping will be funded. Fiscal Officer Duff said the dedicated levy monies will be available to cover this. Chief Phillips requested assistance with the legalese and contract language. The trustees said change orders must be kept to a minimum to keep costs down. Mr. Angelou requested a report outlining the current state of the building prior to construction so there are no surprises. Chief Phillips said she will request to change the terms of the agreement to extend out 24 months.

Mr. Angelou moved to adjourn the meeting. All voted yea. Motion carried. The meeting adjourned at 2:45 p.m.

Lynn M. Stewart, Chair

Richard J. Angelou, Trustee

Kevin J. Cavener, Vice Chairman

Rick Duff, Fiscal Officer