

San Francisco Township Board
Special Meeting Re: Closing Legacy Grant
May 30, 2023

4:00 pm meeting called to order.

Reviewed Punchlist (see additional document):

1. 6 items on punch list.
 - a. Window latches to be functional.
 - b. Window frames and porch to get second coat of paint.
 - c. Door sweep on egress door. Egress door seems too low, maybe trim bottom of door and put on a small ledge.
 - d. Clean inside of building, main area only.
 - e. Turn downspouts on west side of building, north side of drain north, south side to drain south.
 - f. Accept the window on the egress door, in lieu of panel. If window gets broken, replace with panel as specified.
 - Confirmed with Architect that the door installed was originally specified (replaced "like for like". Also, the Egress door window is safety glass.
 - **Andy made a motion to accept the door replacement with the glass. Scott seconded. Motion carried.**
 2. Issues to be resolved by Contractor.
 - a. Discussed foundation wall and replacement. Confirmed mesh was applied before material applied.
 - b. Repair to ledge on porch, covering only, not necessary to remove and replace.
 - c. Lift wood floor on porch and seal porch floor to prevent water infiltrating behind porch wall.
 - Confirmation needed that the sealant was put on the porch floor.
 - Contractor said they will stand behind everything identified.
 - Discussed extending the grant through August, as per suggested by the contractor. Todd (architect) is okay with extending it.
 - **Scott made a motion to extend closing of the grant through August 30th with the addendum that if the work is not completed at that time a warranty bond will be required by the contractor. Andy seconded. Motion carried.**
 - Payments to the Architect. – per Todd as far as he knows they have been paid. He will double check. (Jeanne will also audit the accounting before the next meeting.)
3. Issues to be resolved by the Township:
 - a. Fill
 - b. Replace ADA ramp (use same wood ramp that was removed, as a temporary ramp until bathroom location is resolved, per original plan for grant).
 - Need to address after the foundation work is completed. Architect (Todd) is reviewing what needs to be done and
 - c. Window panels
 - d. Heat vents
 - e. Vent into basement

- **Andy made a motion to table until know what needs to be done with foundation. Scott seconded the motion. Motion carried.**
 - Items a and b need to be completed now. To
 - Items c, d and e can be done at a later date.
4. Understanding of Budget (to be checked by Town Clerk and Town Treasurer.)
- a. Jeanne to audit the payments and submit report to the group when done.

Bathroom information: Per the May monthly meeting discussion on bathrooms, Heidi checked with the vendor who has provided satellite bathrooms for elections and a new outhouse cost would be \$1500.00 with an option for buy back. \$200 dollars to pump. Handicapped accessible.

- **Andy made a motion to table until June's meeting. Scott seconded. Motion carried.**

- **Larry made a motion to adjourn. Scott seconded. Motion carried.**