



Board of Trustees

Meeting Minutes

Date: May 26, 2021, 5:00 p.m.

Location: Virtual

Members Present: M Casper, MK Baum, R Nevins, J Garner, S Vosberg, R Short, K Venden

Staff Present: H Roessler

1. Meeting Opening

1.a Call to Order and Roll Call

Meeting called to order by President Casper at 5:02 pm

Roll call is listed above.

2. Kickoff Meeting With Strang Engineering

Larry Barton, Strang Engineering outlined the kickoff meeting process. Mitchell Branscome, Strang Engineering presented the agenda, scope, and goals.

Statement of Purpose - define common goal

Scope of Work for Project: Ridgeway Community Center Renovations

- Remove existing air handler, boiler, and replace with new HVAC system
- Patch and repair leaking roof at gymnasium
- Refresh Community Room and Marshal's spaces

Hailey Roessler will be the day to day contact and handle coordination. Michele Casper and an additional trustee will be included in the communications and day to day decisions. The Village Board will be the authority on all major financial decisions.

Work Plan was discussed and it is anticipated construction documents will be available in June, bids and contracts reviewed and awarded in early August, and an anticipated three months of construction with completion by mid-November.

Scope of Work, HVAC, Electrical, Architectural and general timelines were discussed.

3. Decision Making Team with Strang Engineering

Motion by R Nevins
Seconded by J Garner

to nominate Michele Casper and Rick Short as the day to day point people for Strang Engineering.

Motion carried.

4. Adjournment

Motion by K Venden
Seconded by R Short

to adjourn at 7:11 pm

Motion carried.