

WATERSMEET TOWNSHIP BOARD OF TRUSTEES  
SPECIAL MEETING  
THURSDAY, OCTOBER 29, 2015 9:00AM  
WATERSMEET TOWNSHIP OFFICES  
[www.watersmeet.us](http://www.watersmeet.us)

A special meeting of the Watersmeet Township Board of Trustees was called to order by Supervisor Rogers at 9:00am.

Members present: Mike Rogers, Rich Henriksen, Bill Neumann, Sandy Mansfield. Paul Kempainen was absent and excused.

Bill Neumann offered a motion to accept the agenda as presented. Rich Henriksen supported. Motion carried.

The special meeting was held with the project manager from UPEA, Karin Cooper. We were presented with the current site plan. After discussion on potential “snags”, it was decided that the architect will rework the drop off point at the front of the building on 1<sup>st</sup> Street in order to make the most of the space available.

The lighting plan was also presented and discussed. Rich Henriksen and Bill Neumann will be handling the hookups for sound and computers. The placement of conduit and electrical boxes were discussed and planned out. We will be having a meeting with the electrical engineer in the future to finalize the placement of these items. Our intention is to be able to offer Wi-Fi service to the public and we want to be wired for sound and projection for meetings. Another lighting issue discussed was the lighting under the outside canopy and the ability to dim it during the evening hours.

When the bids go out in February, they will be including a copy of our “Contractor Policy Guidelines”. Our goal is to be positive we have properly trained and skilled people working on this project. UPEA will be holding a “pre-bid” meeting at the Forest Service Admin building when that time comes.

Bill Neumann made a motion to adjourn the meeting with support from Rich Henriksen. Meeting adjourned at 10:05am.

Respectfully Submitted,

Sandy Mansfield, Clerk  
Watersmeet Township