

Special Meeting Minutes
Lyon Township Public Library Board of Trustees Regular Meeting
27005 S. Milford Rd
South Lyon, MI 48178

Tuesday, December 19, 2023
6:00 PM

1. Call to order at 6:02pm by Library Board Trustee Ed Coles

2. Roll Call: Trustees Ed Coles, Amy Deeds, Don Gehrlein and Sherri Rogge were present. Library Director Holly Teasdale and Recording Secretary Mercedes Krebs also attended.

3. Approval of Agenda

Motion by Trustee Gehrlein and second by Trustee Rogge to approve the December 19, 2023 Special Meeting Agenda. The motion passed unanimously.

4. Announcements and Communications: None

5. Call to the Public: Mike Nearing from Civil Engineering Solutions was in attendance

6. New Business

a. 11 mile & Milford Rd. Pedestrian Crosswalk Redesign proposals from GHD (Civil Engineering Solutions)

-Mike Nearing from CES attended to discuss the proposal from GHD Services Inc. and GHD Engineering, PC for Pedestrian Signal Design services for the installation of an ADA-compliant pedestrian crosswalk with countdown pedestrian signal heads and push buttons for the north leg of the signalized intersection of 11 Mile Road and Milford Road. The proposed crosswalk will connect an existing pedestrian path on the west side of the intersection to a proposed pedestrian path in the northeast corner of the intersection traveling northeasterly through the proposed site and leading to the library parking lot and park area. Additionally work to be completed as part of this project includes developing a permanent roadway signing plan for the planned roadway improvements on Milford Road beginning just south of 11 Mile Road and ending approximately 770 feet north of Elk Run East.

-Trustee Coles asked what kinds of signs would be required. Mike answered there would be sign modifications to let people know there are turn lanes. Speed limit signs will be modified if needed. There will also be no parking signs, lane use control signs at the intersection, pedestrian crosswalk signs, and other regulatory signs.

-Trustee Gehrlein asked how long this process would take. Mike answered most of the work will be driven by RCOS, and could take around 2 months.

-Estimated that the scope of services can be completed at a not-to-exceed cost of \$20,550.

Motion by Trustee Rogge and second by Trustee Gehrlein to approve the quotation in the packet and hereby authorize GHD to proceed with the outlined services in accordance with the scope, estimated cost and schedule provided and our agreed upon PSA dated 03/08/22.

7. Unfinished Business

a. New Library updates

- **Intergovernmental Agreement & Lease update**
Library Board Trustees tabled discussion to future board meeting.
- **Building Committee**

The Building Committee met with Frank Rewold and Sons and Quinn Evans Architects on December 13 to review the cost analysis. The cost analysis includes an Opinion of Probable Costs of Construction, based on 100% Design Development documents provided by QEA and a Probable Cost Saving Estimate. The Committee made decisions to cut out some items, which resulted in significant cost savings. All of the accepted changes do not affect the library user's experience at the library.

FRS is waiting for CES to provide final design documents of the site so they can provide a cost analysis for the infrastructure costs. All documents are works in progress.

- **Geotechnical Engineering Services – MTC**

Soil borings and infiltration tests are a part of the scope of work for civil engineering services from CES that has been approved by both the Library Board and the Township Board. There were two bids, one from MTC for \$8,550, and the second from G2 for \$13,950. CES has worked with MTC before and has said they are great to work with, and suggested going with the lower bid from MTC.

8. Trustee Comments:

Chuck: N/A

Coles: Even though the building committee meeting did not go as expected, he is glad that everyone works well together and was able to work through it.

Deeds: Thanked the building committee for making decisions for the new library.

Gehrlein: Is impressed by everything Director Teasdale keeps up with, and thanked her for always keeping the board members informed.

Gross: N/A

Rogge: Wants to revisit staff raises next month. Happy holidays to everyone.

9. Adjourn meeting

Motion by Trustee Deeds and second by Trustee Gehrlein to adjourn the meeting. The motion passed. The meeting adjourned at 7:19pm.

Respectfully submitted by Recording Secretary Mercedes Krebs.

**NEXT LTPL BOARD MEETINGS:
Tuesday, January 30, 2024 @ 7:00 pm**

The Library Board will provide necessary reasonable auxiliary aids and services upon 3 days' notice to the Library Board. Individuals with disabilities requiring auxiliary aids or services or any person who has questions should contact the Library by writing or calling the following: Holly Teasdale, Library Director, (248) 437-8800, ext. 610 or at hteasdale@ltpl.org