

Edwardsville Township
Facility Planning Committee

COMMITTEE MEETING MINUTES
For meeting held on March 14, 2014 at 3:00 p.m.
Hays Mallory Community Building
216 Crane Street in Edwardsville, Illinois

Committee Members Present: Paul Abert, Jamie Henderson, Paul McNamara, SJ Morrison, Paul Pitts, and Rod Vaught
Committee Members Not Present: Al Suguitan
Township Staff Present: Frank Miles, Township Supervisor, and Jeanne Wojcieszak

1. Welcome and Introductions
 - a. Supervisor Miles introduced committee members and thanked them for their service to the Township.
 - b. Supervisor Miles provided the committee with a brief overview of the operations of Township government and the recommendations of the Hays Mallory Community Building Committee.
2. Committee Objectives
 - a. Supervisor Miles reviewed the objectives of the committee, which are as follows:
 - i. Identify current conditions of Township facilities
 1. Review inspection reports and identify additional deficiencies
 2. Estimate renovation costs
 3. Review potential redevelopment of current sites and options for relocation of Township Offices
 - ii. Identify future facility needs for Township operations
 - iii. Develop a set of recommendations and long range capital development plan for the Township
3. Committee Plan of Work
 - a. The commercial inspection report, City of Edwardsville code inspection report and use/financial report of the facility were distributed and reviewed.
 - b. The committee discussed the three separate current and future functions of township government and the services they provide – the supervisor’s office, the assessor’s office, and the highway commissioner’s office – and what facility needs those functions possess and the future functions of those offices.
 - c. The committee divided into subgroups to develop the following tasks:
 - i. Complete a needs assessment for the functions of township government and the staff associated with those functions.
 - ii. Compile an estimate to complete the necessary repairs to put the facility in compliance with current life safety codes.
 - iii. See an informal real estate appraisal of the land with and without the existing structures.
 - d. The committee elected SJ Morrison as chair of the committee.
4. Next Committee Meeting
 - a. Friday, March 28, 2014 at 3:30 p.m. at the Hays Mallory Community Building at 216 Crane Street, in Edwardsville.
 - b. Motion to close the meeting was made by Mr. McNamara. Motion seconded by Mr. Abert. Meeting was adjourned at 5:05 p.m.