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## **MUSEUM BOARD MINUTES**

July 20, 2023 – 5:30pm  
City Hall Conference Room

Chairperson Vizard called the meeting to order at 5:30 pm

### **ROLL CALL**

Present: Vizard, Seibert, Wheeler, S. Sage  
Absent: Tippet, Doan  
Others Present: Jason Payne, Building/Zoning Administrator

### **MINUTES**

**Motion by Sage, Supported by Wheeler, to approve the minutes from April 26, 2023, meeting. Motion Carried**

### **BUSINESS**

- **Update on Contract Bidding For Museum Repairs**

Payne gave an update on the bidding for the repairs. There were three options for the bid: (1) The front porch (including the railing), the handicapped ramp, electrical work removing the old air conditioners and then framing the walls back in; (2) Adding the patio out front; (3) Changing the wood railing to an aluminum railing for less maintenance purposes. The bids ranged from \$330,000 to \$440,000, for Option 1. These costs do not cover the monies received from the DDA, so Payne will be going to City Council to request the additional monies. Payne continued stating the costs for Option 2 went from \$32,000 to \$40,000. Option 3, changing the wood railing to aluminum was a deduction in costs. There were four bids received for this project.

It was discovered that the electrical panel being worked on in the basement is not the main panel. The main panel is in the bathroom upstairs wallpapered over. The one downstairs is the sub-panel. The main panel will have to be removed due to it being outdated.

Payne added that going with the two low bidders, the project will probably cost \$365,000 to do the complete project. The DDA already committed to \$225,000, so hopefully they will approve more and City Council will budget the rest of the project. It appears that Case Construction will

receive the contract and their timeline for getting everything completed was 180 days. If everything gets approved, they will be able to start sometime in September.

There was some discussion regarding the railing and doing the wrought iron railing would be the way to go since it is less maintenance and less cost.

Once this project is done, the Museum will become a more useful tool in the City which will lead to doing special events, wedding, etc., and being open more than just one day a week so it can be utilized more.

There was discussion about getting more volunteers and staff on board once these renovations are completed. Having a rendering made of the new renovations and getting it posted on both websites and on site will help get people excited about using and volunteering at the Museum. It was also discussed about having a link on the City website for the Museum for people to view.

Once the project is approved, work should begin sometime in September or October and finish up in the spring.

- **Board Vacancy**

Payne stated there is still one vacancy and asked members to seek out applicants and have them submit to him.

**CALL TO AUDIENCE** - No one this evening.

**ADMINISTRATIVE ITEMS** - Nothing this evening.

**MEMBER ITEMS**

Sage wondered if the new IT person is doing podcasts yet. Payne stated he believed so and maybe Ms. Seibert could do one regarding her new book and promote the Museum Board and mention we need volunteers and members.

The meeting was adjourned at 6:01 p.m.

Respectfully submitted by,

**Linda Davis**

Recording Secretary