

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING OF October 28, 2020

A special meeting of the Washington Township Board of Supervisors was held Wednesday, October 28, 2020 to discuss the office building windows.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendel Gainer, Jr., Supervisor Lynn Brown, and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were Gary Brown, Scott Chivinski, Mike Muncy, Paul Wetzel, Ben Fridirici, and Kerry Griffith.

Chairman Lutz opened the meeting with the pledge of allegiance.

**PUBLIC COMMENT PERIOD:** No public comments.

**OLD BUSINESS:** None

**NEW BUSINESS:** Supervisor Lynn Brown began the discussion with stating he believes some of the drywall needs to be removed to determine where the water is coming in at. He stated the drywall should be taken back to the next stud. Scott Chivinski asked if this was something the township wanted done prior to them working on the windows. Vice-Chairman Gainer added that the township assumes what the contractors are going to do is more of the same repairs that have not worked in the past and the township wants different results than what we've received thus far. He asked what will be done differently this time and what is the expected outcome.

Scott Chivinski stated that all three contractors that have had a part, Spott's as the general contractor, Muncy for the windows and Fridirici who did the stucco will all be present at the same time to remove a window and put it back together. In the past it has only been one contractor on site when this has happened. He continued by saying the goal is to take the window out, the frame, everything completely and as it is being removed perform a forensic investigation to determine if water is mitigating from a specific area. Once that is complete if something is found then move on from there but if nothing obvious is found then reinstall the window. Scott stated they will be doubling up on the water protection. He said instead of installing a single sill a base (sub-sill) will go in prior. It will be two pieces to allow for a thermal break. Once that is installed then the windowsill gets installed. That will be caulked and installed per instructions. Once that is in then they are going to install a peel and stick waterproof membrane from inside, all the way up to the header, across both sides and along the top. The purpose of the waterproof membrane is to make sure if there is any moisture it will penetrate through the caulking, so the water does not come in but is pushed out in the opposite direction. Then remove drywall around the joints so when a water test is done, and water is coming in we will be able to see it. Water test cannot be done the same day. The water test will be done by the isolation method. Take stucco off and add protection to the frame of the window to the stucco leaving only the window exposed. Using low pressure garden hose spray the window starting at the bottom working up. If window does not leak remove next layer of protection and repeat the process. Each level should take 10 to 15 minutes. If no water after another 24 hours, then issue has been solved.

Scott continued with if all works out and windows are repaired then drywall and repainting will be completed. Vice-Chairman Gainer asked if the thermal breaks were to address condensation. Scott answered yes. Gainer stated their repairs are based on the assumption that the issue is the window. Scott answered it is either the window or the installation of the frame into the substructure, caulking joint or a failure in the installation of the window.

Chairman Lutz asked Scott if it will be assumed that once a leak is found on one window will that be assumed for all windows? Scott stated the same process will be done for each window with regards to the leak test.

Vice-Chairman Gainer asked Scott as the general contractor will he be the one leading this repair effort to ensure everyone is working together.

Scott stated he and all parties will be present when the windows are taken out to document each step.

Supervisor Brown added that the three front windows already have a piece of flashing all the way around. He asked if more flashing was going to be installed. Kerry Griffith's demonstrated how the membrane would be installed. Again, Supervisor Brown asked if more flashing was going to be added. Scott answered yes, a separate piece will be installed underneath. Supervisor Brown also asked if the frame will be sacrificed by cutting it down to add materials. Scott stated instead of using a peel and stick membrane a liquid applied membrane will be used. Scott stated both products will be available on the job site. Kerry Griffith stated a concern with not using Tyvek products on Tyvek products. He stated Tyvek is responsible for the weather barrier on the building and when you mix products and there is a problem down the road, they will not honor their product. Scott stated they will look into the products. Mike Muncy suggested also waiting for a good driving rain after installing along with the water test. Mike Muncy asked what if the leak is up higher. Scott stated in that case no drywall repairs will be done for a week or two to ensure the leak has been fixed.

Vice-Chairman stated flooding the window as much as possible with the water test. Supervisor Brown added that you can create a leak by doing that. Kerry Griffith explained how the water test is done by his company. Supervisor Brown stated he would prefer that test. Vice-Chairman added that the test includes removal of enough material that you can visually see water coming in. He added that with the test being proposed more time will be needed to determine where the leak is. If the proposed test fails and no result is achieved the test suggested by Tyvek must be done.

Scott stated that only removing the lower corners of drywall is because if they do the stated repairs and no water pools at the bottom then the leak has been fixed. If not than remove more drywall to find leak.

Vice-Chairman Gainer asked once problem is fixed how are damages inside the wall mitigated? Scott stated because it is metal framing, and it was not sitting underneath water there should not be any damages. He stated once the drywall is being removed all of that will be looked at. Scott stated that there has not been moisture for any length of time to cause damage. Scott

continued by saying any damages that are discovered when repairs are being made will be replaced.

Chairman Lutz added that if the proposed plan is taken that they move to a window that has not been touched yet. He added that he would prefer one window being done and a long period given before moving onto a second window. Scott added that they will start with one and do the water test the next day and then wait until they are given the go ahead from the township to move on. Mike Muncy added he recommends waiting until another rain.

Scott added that as far up the drywall is wet and damaged will come out. Vice-Chairman asked if cutting the drywall out first and soaking the window before doing window repairs would be possible. Scott responded with the potential problem could be water comes in, but it is not necessarily where the drip of water is. Vice-Chairman said it would be for data gathering purposes only.

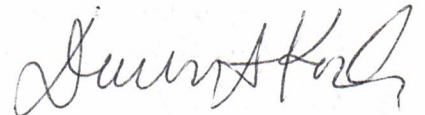
Vice-Chairman Gainer asked Koch if she captured everything and if Lynn would be present for the window repairs, both said yes. Chairman Lutz and Vice-Chairman Gainer stated they defer to Lynn with regards to which window is stated first.

Vice-Chairman added no work will be done on the window until the drywall is cut out and window is saturated to see if a leak is present. He also stated he does not want all the windows cut out if the testing will take longer than a few days. It was agreed that only one window will be done until the issue is fixed.

Scott stated he would write up a brief guide of the plan.

**ADJOURNMENT:** There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Vice-Chairman Gainer, seconded by Chairman Lutz, the meeting adjourned at 2:52 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch  
TM/Sec. Treas.  
Washington Township