

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING January 25, 2023

The special meeting of the Washington Township Board of Supervisors regarding the office building windows was held Wednesday, January 25, 2023.

Those in attendance were Chairman John Krause, Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, Township Manager Dawn Koch, Randy Spotts, and Scott Chivinski.

Chairman Krause mentioned the notices regarding disrupting a public meeting and the public comment procedures.

No public comments.

OLD BUSINESS: Chairman Krause reviewed several of the bulleted points presented to Randy and Scott of Spotts Bros. The Board agreed to purchase all new windows and requested Spotts Bros. provide the labor for installation.

Randy Spotts stated everything was submitted and approved prior to anything being installed. Koch stated she could not find an approved submittal for the windows. Vice-Chairman Gainer asked for a copy of the approved submittal.

Chairman Krause requested Spotts cuts into the drywall to measure each window opening. Once those measurements are submitted the township's design professional will provide Spotts with a detailed drawing and instructions regarding installation.

Scott requested the details of the window type the township is looking to install, sill pieces, and all other materials needed. Chairman Krause asked Scott to email Dawn a list of items he needs.

NEW BUSINESS: No new business

ADJOURNMENT: There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Chairman Krause, seconded by Supervisor Brown the meeting adjourned at 9:12am. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch
Township Manager