



**Barnard House (BH) Steering Committee Meeting Notes
Monday, June 15, 2015, 4:30 P.M.**

Attendance: Georgia F. Brutscher, Alta Hoffman, Richard Jensen, Carol Haaf, Laressa McNemar, Jean Conary, Steve Conary, Dennis Melton, John O'Neal, Kennett Underground Railroad Center; Karen Marshall, County Preservationist Adviser.

Public in attendance: Elaine DiMonte, Ellen Muentner, Barney Leonard, Ricki Stumpo, Sean Rafferty, Andrea Gosselin, Hal Hoffman.

Brutscher called the meeting to order at 4:30 p.m. She noted that questions will be taken at the end of the discussion.

April 23rd and May 28th Meeting Notes were reviewed and corrected.

Project Update and Public Response Document based on June 8th Board of Supervisors Meeting: McNemar and Steve Conary distributed a document reiterating the slide show presented during the June 8th Board meeting which includes a project update. McNemar asked that the document be posted on the web site. Susan Simone indicated that the document should be submitted to the web master and the Board for approval to post. Leonard indicated that the request to post the document will be listed on the June 22nd Board agenda for disposition.

Project Manager Involvement in Bid Packages and Phase II Project Management: Brutscher led the discussion regarding Jensen's role in completing Phase I. She also noted that Melton requires Jensen's assistance in preparing the bid packages. The BH Committee recommends that Jensen remain on the project through completion of the bid packages.

Update for Phase I: Jensen indicates that minor issues need attention. The estimated cost for the railing system is \$7,500.00. He suggested that the BH committee be prepared at the next meeting to discuss verbiage for the campus sign. Timer locks for the exterior door will range in cost from \$300.00 to \$1,000.00. Brutscher will check with the Public Works Department regarding the current procedure for locking Pocopson Park restrooms. Stumpo requested that flag poles be installed on the BH property.

Phase II meeting with Township personnel: Melton would like other BH committee members to attend the meeting. The meeting will address current administrative personnel workflow. Haaf will attend the meeting as well as Jensen. Simone will circulate dates and times for the meeting. Board of Supervisors will list for the June 22nd agenda the appointment of a member of the Township staff to serve on the BH committee to replace Simone.

Before exiting the meeting, O'Neal indicated that as soon as the railing is installed and an occupancy permit issued, KURC is ready to move in.

Phase II and Phase III Combined Bid Package: committee discussed the use of the County Aged Home as a site for public meetings and public hearings on an as-needed basis because the meeting room in the Barnard House is limiting.

Other business: no other committee business.

Questions from the public in attendance: DiMonte indicated that she has a list of about 48 questions regarding the interior and exterior of the Barnard House, as well as financial questions and questions as to usability in general. She asked the BH Committee to recommend to the Board that a Question and Answer Session be scheduled for the public. She commented that the make-up of the BH Committee is largely current or previously elected supervisors and as such, perhaps other individuals might be appointed to the Committee to allow for diversity in opinions. Hal Hoffman expressed concern that the area in Phase I allotted for the recycle bins may not be adequate. Muentner indicated that while neither for nor against the Barnard House Project, she is concerned that there is sufficient funding in place to complete Phase I.

Brutscher noted that the BH committee should plan to meet every two weeks until the project is completed.

The meeting adjourned at 6:10 p.m.

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