**Public Works Meeting Minutes**

**Tuesday March 2, 2021**

**Meeting held via ZOOM due to COVID-19**

**Call to Order and Roll Call**-Tom Strayer, chair

**Present:** Ron Crider, Tonya Galbraith, Tom Strayer, Mark Witsman

**Absent:** Patrick Bragg

**Also Present:** Ryan Crum, Stephanie Crider

**Approval of Meeting Minutes-February 2, 2021**

Motion was made by Ms. Galbraith to approve February 2, 2021 meeting minutes as presented. Second was made by Mr. Crider and passed 4/0

**Bid Openings**-Mark Witsman

**Mill and Resurface CR 600 N**

* Ace Paving $233,147.00
* All Star Paving $269,240.20
* Baumgartner Asphalt Services $214,440.40
* Crim and Sons $285,000.00
* DC Construction $241,675.00
* Globe Asphalt $259,194.80
* Harding Group $269,697.26
* Midwest Paving $261,618.30

**Mill and Resurface Austin Trace Blvd., Bayfront Shore, Deer Crossing Blvd., Laredo Drive and Nautica Blvd.**

* Ace Paving $294,641.00
* All Star Paving $335,497.00
* Baumgartner Asphalt Services $241,624.20
* DC Construction Services $293,088.01
* Globe Asphalt $329,664.72
* Harding Group $273,536.88
* Midwest Paving $296,030.00

Mr. Witsman will tabulate the bids and present to Town Council on Tuesday March 9, 2021

**Draft Capital Projects Plan**

The draft of the Capital Projects Plan was presented by Mr. Crum and Mr. Witsman. Some of the items have been discussed with the Town Council already due to Aurora Way. Some of the highlights of the plan include Mt. Comfort Road/CSX rail crossing. There are placeholders because there is not a timeframe for construction and we are still in the process of finding funding options. There are also placeholders on the 600/750 roundabout project and Aurora Way continuation. There may be the need for additional funding for Aurora Way design in 2021.

Part Two of the Capital Projects Plan covers the Pedestrian Projects. This includes continuing to make ADA compliance, annual maintenance, and pedestrian projects including park connections. Most of these projects need to be grant funded.

Part Three of the Capital Projects Plan is Wastewater/ Stormwater. Mr. Witsman gave a brief update on the WWTP expansion. Mr. Crum gave an update on the Town Center Stormwater Park.

Part Four cover Operations, Maintenance, Parks and Studies, Park Equipment purchase needs and updating some of the vehicles.

A recommendation was made by Ms. Galbraith to present the 2021 Capital Projects Plan to Town Council contingent on further review of the Parks Budget, Town Center Storm Water Park, and Aurora Way phase two design line items. Second was made by Mr. Witsman and passed 4/0

**WWTP-Builder’s Risk Insurance; Update on Change Orders and Contingency**-Mark Witsman

WWTP Phase 5 expansion contingency status budget change orders are $81,153.05 to date. Other items are included which are named and some that are not yet named. Mr. Crum questioned if it was possible to include funding for a landscaping line item. Mr. Witsman agreed to add a landscaping line item.

Builders Risk Insurance is requirement that is owner provided not contractor provided in this case. It is an urgent concern. Motion was made by Mr. Witsman to present to Town Council. Second made by Mr. Crider and passed 4/0. Mr. Strayer will present to Town Council.

**Pay Applications and Invoices**

**Walsh Construction**

Motion made by Mr. Witsman to pay Walsh Construction $268,821.00 for Invoice #220075-08. Second was made by Ms. Galbraith and passed 4/0

**Whitaker Engineering**

Motion was made by Mr. Witsman to pay Whitaker Engineering $18,899.00 for Invoice #21/02-1. Second was made by Mr. Crider and passed 4/0

**McMillen/Jacobs Associates**

Motion was made by Mr. Witsman to pay $15,999.96 for Invoice #61830005. Second was made by Ms. Galbraith passed 4/0

**Engineer’s Report**

Mr. Witsman reviewed and responded to questions on items listed on the Engineers Report which is attached to these minutes.

**Old Business**

None

**New Business-**Town Hall Generator

Mr. Crider stated there is a need for a Town Hall Generator. He has three different options from an electrician but was unable to get information before meeting. Mr. Strayer says there is a need for reliable power for the whole building and could the current WWTP generator be used when it is replaced. Mr. Crider explained the moving and age of that generator would be an issue. Mr. Crider will do further research on all options and quotes and have a report at the next meeting.

**Public Comments**

None

**Next Meeting:** Tuesday April 6, 2021

**Adjourn**

Motion to adjourn the meeting was made by Ms. Galbraith. Second was made by Mr. Witsman and passed 4/0