Public Works Commission Meeting

Tuesday May 5, 2020

**Call to Order:** Tom Strayer

**Members Present**: Tom Strayer-chair, Tonya Galbraith-Town Manager, Ron Crider-Public Works Commissioner, Mark Witsman-Town Engineer, Patrick Bragg

**Absent**: None

**Others Present**: Stephanie Crider-Utility Supervisor, Ryan Crum-Director of Planning and Building

**Approval of Minutes-April 7, 2020**

Motion to approve April 7, 2020 meeting minutes was made by Ms. Galbraith. Second was made by Mr. Witsman and passed 5/0

**500 N Engineering Contract**

Contract is with Crossroads Engineering for 500 N, east and west of 600 W. Doing road boring now and waiting for results. The discussion included budget issues. Motion was made to recommend to Town Council to authorize and sign contract to Crossroads Engineering not to exceed $ 145,000.00 was made by Mr. Crider. Second by Mr. Witsman and passed 5/0.

**Gas Tax Revenue Update**

Mr. Witsman said COVID-9 has impacted travel and there has been significant decrease in ADT. This is expected to reduce income from gas tax somewhere in the 35-45% range for the next couple months and could have extended impacts but the degree is not known. Staff is working on a plan to reduce expenditures out of MVH and LRS that will likely be presented to Town Council in May.

**WWTP Update**

Mr. Witsman gave the update and Barry Wood has signed the notice of award to Walsh Construction. The signed contract is back from Walsh. We are waiting on bonds and certificate of insurance before issuing the notice to proceed. Next steps are for Barry Wood to sign the contract. The town went through bond report and received an A plus bond rating.

**McCordsville Parking Lot Schedule**

Mr. Crider informed the Commission that the parking lot sealing will take place Monday May 18, 2020 and Tuesday May 19, 2020. The map is included to show where parking will be available on those days. Striping will be done later.

**Pay Applications and Invoices**

**Whitaker Invoice**

Motion to pay Whitaker Engineering $19,570.97 for Invoice #20/04-2 was made by Mr. Witsman. Second by Mr. Crider and passed 5/0

**CrossRoad Engineers**

Motion was made by Mr. Witsman to pay CrossRoad Engineering $5,400.00 for Invoice #200584. Second was made by Ms. Galbraith and passed 5/0. This is 75% design complete on the Old Town Mt. Comfort Sidewalk project.

**S&P Bond Payment**

Mr. Witsman made amotion to pay S&P Financial Services $20,000.00 for Invoice #11390922.Second was made by Mr. Crider and passed 5/0

**Engineer’s Report**

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

**Old Business**

Mr. Crider confirmed that the MOU has been signed and placed. It will be delivered next week.

Ms. Galbraith is sending out a FAQ to relay information regarding the sewer increase to $52.99 that will be taking place June 1, 2020

**New Business**

None

**Public Comments**

None

**Next Meeting is June 2, 2020 and will be virtual via ZOOM.**

**Adjourn**

Motion was made by Ms. Galbraith to adjourn the meeting. Second was made by Mr. Witsman and passed 5/0