**Public Works Committee Meeting Minutes**

**Tuesday March 1, 2022**

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

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

**Also Present**: Ryan Crum, Stephanie Crider, Nick Brown, Steve Gipson

**Approval of Minutes- February 1, 2022**

Motion was made by Ms. Galbraith to approve the February 1, 2022, meeting minutes as presented. Second was made by Mr. Witsman and passed 5/0.

**Assistant Public Works Commissioner position – Ron Crider**

Mr. Crider stated that this position was discussed at last year’s staff retreat and was part of the five-year plan. It would be an assistant position to the Public Works Commissioner and function as a back up for when he is absent.

Mr. Strayer suggested that more justification was needed and asked Mr. Crider to provide a more detailed job description and whether it be managerial, exempt or non-exempt and whether the salary would fit within the budget. The topic will be discussed again at the next meeting.

**Mower Replacement quotes – Ron Crider**

Mr. Crider explained that the town currently owns a 2015 Ferris mower that was purchased seven years ago. Mowers are traded in every five years and this mower replacement is overdue. The new mower would be a 2022 Ferris ISX3300 mower and there were attempts for quotes from three dealerships: Greenfield Outdoor Solutions, Harrison Street Power Equipment and Tri-County Outdoor Power Equipment.

Greenfield Outdoor Solutions offered $5,665.00 for the 2015 Ferris for a trade in, with the mower price of $16,194.00. Total price after trade would be $10,569.00.

Harrison Street Power Equipment offered $4,500.00 for the 2015 Ferris for a trade in, with the mower price of $14,719.00. Total price after trade would be $10,219.00.

Tri-county Outdoor Power Equipment neglected to follow up with a quote after speaking with the owner. Public Works attempted three phone calls with no response.

Mr. Crider stated that the town purchased previous mowers from Harrison Street Power Equipment for $10, 219.

Mr. Witsman asked if this was within budget and Mr. Crider confirmed that it was.

Mr. Crider made a motion to purchase the 2022 Ferris ISX3300 mower from Harrison Street Power Equipment.

Mr. Witsman seconded and passed 5/0.

Mr. Crider added that tires were replaced constantly on the old mowers and were costly. The new mower would have turf tires which are made of solid rubber and not inflated.

After further discussion, Mr. Witsman suggested that this matter should be discussed with Staci Starcher, Clerk Treasurer and brought forth to Town Council as the purchase exceeded $5,000. This will be added to Town Council’s agenda at their next meeting on March 8th.

**Trash Contract RFP – Stephanie Crider**

Ms. Crider presented the RFP for town-wide trash removal which would include three proposals for bids and the duration of the contract would last for two years with an option of four years. Each bid would quote for three options; curb-side trash removal only, curb-side trash removal and curbside recycling and an option for curb-side trash removal as well as recycling receptacles located at Town Hall to be collected three times each week.

Ms. Crider stated that she would be soliciting bids from five local trash removal companies.

The board agreed to present the RFP at the next meeting in April for review with the new Town Manager’s approval and signature. No action was needed at this time.

**Street Light Request – Ron Crider**

Mr. Crider presented a quote from AES for a traffic light at the intersection of 750 N and W. Broadway. AES stated that they only maintain the current conventional streetlights and all new installations are LED. Since there is not a pole at this intersection, it would be a one-time cost of $856.78 for installation and a monthly charge of $32.83. The Town currently pays $15 however the LED lights are brighter and last longer.

Mr. Strayer suggested to bring the quote to the Town Council meeting on March 8th for discussion.

**Pay Applications and Invoices**

* **Calumet** – Mark Witsman

***(Invoice was not presented as it was not attached to the agenda.)***

Mr. Witsman asked to have the retention released so that it would open Aurora Way to relieve traffic on 600 N. Construction is complete and this is the final payout of$524,795.10 except for retainage being $114,552.61. The original bid was $1,107,000 and the total end project cost was $1,145,526. The difference being $29,500 making it a 3.4% increase. Discussion of seeding is in process between Calumet and Mr. Witsman.

Mr. Witsman made a motion to pay Calumet $524,795.10.

Mr. Crider seconded and passed 5/0

Mr. Witsman made a motion to pay Calumet the retainage for Aurora Way of $114,552.61.

Mr. Bragg seconded and passed 5/0.

* **Walsh Construction Company – No: 220075-20 - Mark Witsman**

Wastewater Treatment Plan Phase 5 Expansion

Mr. Witsman made a motion to pay Walsh Construction $77,764.59.

Ms. Galbraith seconded and passed 5/0.

* **Breedlove Dobbs – Sewer Extension – Mark Witsman**

Mr. Witsman advised that the invoice had not been sent so payment could not be issued as of now and will have it at the next meeting.

**Engineers Report**

Mr. Witsman received an update from the contractor that 600 W. would be opening to traffic next week. Two lanes southbound will be open but only one lane northbound will be open.

Mr. Witsman met with Mr. Morelock and Staci Starcher at the staff retreat regarding updating sewer availability. Construction costs are rising, and road studies need to be conducted in regards to road impact fees. The studies take approximately 9-12 months with another 6 months for results. The Town has never had one of these studies conducted but are common.

Mr. Strayer inquired about Leo’s opening timeline. It was originally scheduled for an opening date of April, but due to delays in materials, opening is delayed to May 2022.

Mr. Witsman advised that an investigation was underway for Hampton Cove Lot 11 regarding a sea wall and extending the storm sewer.

**Old Business**

None.

**New Business**

Mr. Strayer announced that Tim Gropp has been appointed as the new Town Manager.

Mr. Gipson announced that an offer of employment was made to a new employee for the wastewater treatment plant. His start date will be determined after a drug screening result.

Mr. Crider presented Ms. Galbraith with a plaque in recognition of her 17 years of service to the Town of McCordsville.

**Public Comments**

None

**Next Meeting-** April 5, 2022

**Adjourn**

Mr. Witsman made a motion to adjourn.

Second was made by Mr. Strayer and passed 5/0.