

BOARD OF WORKS – MINUTES

MONDAY, MAY 11, 2020

MEMBERS: Mayor Matt Gentry, Bill Stoner, Allen Milburn, Dick Robertson,
Rebecca McClure

Also present – Attorney Rob Schein, Clerk-Treasurer Tonya Thayer

Mayor Gentry calls the meeting to order at 5:30 p.m. and everyone is led in the Pledge of Allegiance.

Roll Call: All present

APPROVAL OF MARCH 9, 2020 MINUTES

Motion by Robertson to approve said minutes, 2nd by Milburn. Motion carries by a unanimous vote.

REPORTS FROM DEPARTMENT HEADS

POLICE DEPARTMENT – Assistant Chief Brad Bailey – Verbal report given & written report submitted.

FIRE DEPARTMENT – Chief Chuck Batts – Verbal report given & written report submitted.

PARKS DEPARTMENT – Superintendent John Messenger – Verbal report given & written report submitted.

ENGINEERING DEPARTMENT – City Engineer Kevin Krulik – Verbal report given & written report submitted.

PLANNING DEPARTMENT – Director Planning & Zoning Ben Bontrager – Verbal report given & written report submitted.

STREET DEPARTMENT – Superintendent David Newell – Verbal report given & written report submitted.

COMMUNICATIONS DEPARTMENT – Communications & Community
Development Joe LePage – Verbal report given & written report submitted.

OLD BUSINESS

NEW BUSINESS

MAINTENANCE BONDS FOR SIDEWALKS & SURFACE ASPHALT: RILEY RIDGE –
Kevin Krulik, City Engineer explains the release of the Performance Bonds for
the Surface Asphalt and Common Area Sidewalks in Riley Ridge Section 1 and
replacing them with Maintenance Bonds.

*Motion by Robertson to release the Riley Ridge Section 1 Performance Bonds for
the Surface Asphalt and Sidewalks and replace them with Maintenance Bonds,
2nd by Stoner. Motion carries by a unanimous vote.*

**WILLIAMS STREET BID AUTHORIZATION: STORM & WATER RELOCATION
CONSTRUCTION –** Kevin Krulik, City Engineer explains Williams Street Storm
Sewer (technically part of the Grant St. project) and this Board met on March 9
to approve the contract with Butler, Fairman, Seufert to prepare the bidding
documents and for their consulting services on the bidding process. Now we
need to authorize release plans and specifications for bidding.

*Motion by McClure to release plans and specs for bidding, 2nd by Stoner. Motion
carries by a unanimous vote.*

RFP CONSIDERATION: STREET DEPARTMENT DESIGN – Kevin Krulik, City
Engineer discusses a proposal for your approval to enter into a contract with a
professional services consultant Kramer Companies who will author a

professional RFP (Request for Proposal) for the design of a new Street Department Facility, they will prepare, monitor, and facilitate the RFP with a goal of 3 qualified design firms for engineering and architectural design needed for a new Street Department Garage and also evaluate the existing site as well as a potential site in the Lebanon Business Park adjacent to the Vincennes Facility. Mayor Gentry adds this is the oldest building within the City of Lebanon facilities. Gentry states this doesn't necessarily mean we are going to build it, but this is the first step for us to get an idea of the cost. Dave Newell, Street Superintendent states they have outgrown the building, they have equipment sitting outside that should be in garages and they don't have heat in some of the buildings.

Motion by Robertson to approve professional services agreement with Kramer Companies subject to legal review and authorize the Mayor to sign contract once approved, 2nd by McClure. Motion carries by a majority vote.

SURPLUS OF CARS – LEBANON POLICE DEPARTMENT – Board member Bill Stoner would like to surplus a 2012 Dodge Charger.

Motion by Robertson to deem the above car surplus, 2nd by Stoner. Motion carries by a unanimous vote.

TRIANGLE ASPHALT – CHANGE ORDER – Kevin Krulik, City Engineer explains the change order related to Meridian St. resurfacing, which is a 2019 contract that was held over and completed a few weeks ago. Due to the curb height adjustment we had to install 25 tons of additional material (cost of material is \$65.00 per ton) for a total of \$1625.00

Motion by Stoner to approve the Change Order in the amount of \$1625.00, 2nd by Robertson. Motion carries by a unanimous vote.

CLAIMS

Motion by Stoner to approve the claims, 2nd by Robertson. Motion carries by a unanimous vote.

ADJOURNMENT

Motion by Robertson to adjourn, 2nd by Stoner. Motion carries by unanimous vote.

The next Board of Works meeting is scheduled for May 26, 2020 at 6:15 p.m.

Respectfully submitted – Tonya Thayer – Lebanon Clerk-Treasurer