

# City of Greencastle

City Hall  
One North Locust Street, P.O. Box 607  
Greencastle, Indiana 46135  
765.653.9211  
[ldunbar@cityofgreencastle.com](mailto:ldunbar@cityofgreencastle.com)



**Lynda R. Dunbar**  
Clerk Treasurer

## **Greencastle Board of Works Regular Session Agenda**

**January 18, 2012**

**4:30 P.M.**

**Greencastle City Hall**

- I. Call to Order; Roll Call
- II. Special Requests
- III. Approval of Minutes
  - A. Regular Session – December 21, 2011
- IV. Approval of Claims
  - A. Water
  - B. Wastewater
- V. Department Reports
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. Old Business
- VII. New Business
- VIII. Adjournment

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## Greencastle Board of Works Regular Session

**Agenda  
4:30 P.M.**

**Greencastle City Hall**

**February 15, 2012**

- I. Call to Order; Roll Call
- II. Special Requests
- III. Approval of Minutes
  - A. Regular Session – January 18, 2012
- IV. Approval of Claims
  - A. Water
  - B. Wastewater
- V. Department Reports
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. Old Business
- VII. New Business
  - A. Five (5) LPS agreements with INDOT
    1. EDS # A249-12-320654 (College Street)
    2. EDS #A249-12-320653 (Locust Street)
    3. EDS #A249-12-320652 (Spring Street)
    4. EDS #A249-12-320655 (Vine Street)
    5. EDS #A249-12-320651 (Washington Street)
  - B. Engineering Services Contract Addendum
  - C. Contract for Project Management Services with Hannum Wagle and Cline
  - D. Cancellation of Warrants
- VIII. Adjournment

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## Greencastle Board of Works Regular Session

**Agenda  
4:30 P.M.**

**March 21, 2012**

**Greencastle City Hall**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Approval of Minutes**
  - A. Regular Session – February 15, 2012
- IV. Approval of Claims**
  - A. Water
  - B. Wastewater
- V. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. Old Business**
- VII. New Business**
  - A. Sewage Refund to DePauw University
  - B. Notice of Award and Notice to Proceed for water and wastewater work on Anderson Street.
  - C. Anderson Street contract for: Windstream & Notice to Proceed
  - D. Frontier contract for Anderson Street & Notice to Proceed
  - E. Gierke Telephone Systems contract for Anderson Street & Notice to Proceed
  - F. Cinergy Metro-Net contract for Anderson Street and Notice to Proceed
  - G. Notice to Proceed for Duke Energy, Anderson Street
  - H. Approval of CDBG contract with OCRA for Façade Construction
- VIII. Adjournment**

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## Greencastle Board of Works Special Session

**Agenda**

**4:30 P.M.**

**Greencastle City Hall**

**April 2, 2012**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Approval of Claims**
  - A. Bret Hurley Construction/Anderson Street
- IV. New Business**
  - A. Approval of contract with Cinergy Metronet/utility relocation
  - B. Approval of contract with Comcast/utility relocation
  - C. Approval of contract with Ratio Architects/Parking Structure
  - D. Approval of contract with Civil Engineering Consultants/CE Anderson Street
  - E. Approval of contract with WCIED/grant administration
  - F. Approval of contract with DePauw University
- V. Adjournment**

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## Greencastle Board of Works Regular Session

**Agenda  
4:30 P.M.**

**Greencastle City Hall**

**April 18, 2012**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Approval of Minutes**
  - A. Regular Session – March 21, 2012
  - B. Special Session – April 2, 2012
- IV. Approval of Claims**
  - A. Water
  - B. Wastewater
- V. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. Old Business**
  - A. Signatures on
  - B. The Comcast Contract
  - C. Approval of contract with Ratio Architects/Parking Structure
- VII. New Business**
  - A. DPW Trucks
  - B. Unsafe Building Demolition Bids: Award
  - C. Unsafe Building Notice to Proceed
  - D. Bret Hurley Change Order, Anderson Street.
  - E. Albin Pond Dam Bids
- VIII. Adjournment**

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## **Greencastle Board of Works Special Session**

### **Agenda**

**May 7, 2012**

**12:00 P.M.**

**Greencastle City Hall**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. New Business**
  - A. Approval of contract with Crawford, Murphy & Tilly for preliminary engineering on our Stellar streetscapes
- IV. Adjournment**

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## Greencastle Board of Works Regular Session

**Agenda  
4:30 P.M.**

**Greencastle City Hall**

**May 16, 2012**

- I. Call to Order; Roll Call**
- II. Bid Opening**
- III. Special Requests**
- IV. Approval of Minutes**
  - A. Regular Session – April 18, 2012
- V. Approval of Claims**
  - A. Water
  - B. Wastewater
- VI. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VII. New Business**
  - A. Approval of contract with Crawford, Murphy & Tilly for preliminary engineering on our Stellar Streetscapes
  - B. Approval to Hire Jeremiah Brassard to the Fire Department
  - C. JDH Contracting – Notice of Award & Notice to Proceed
  - D. Feutz Contracting Release – Retainage and Bond
  - E. Civil Engineering Contract Addendum
  - F. Approval of Anderson Street Water Line Claim and Wastewater Claim
- VIII. Adjournment**

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## Greencastle Board of Works Special Session

### Agenda

4:30P.M.

May 30, 2012

Greencastle City Hall

- I. **Call to Order; Roll Call**
- II. **Special Requests**
- III. **Approval of Claims:**
  - A. Brett Hurley-Anderson Street
- IV. **New Business**
  - A. Notice to Proceed for Civil Engineering Consultants, Inc for C.E. on Anderson Street
  - B. Notice of Award and Notices to Proceed for Owner Occupied Rehabilitation Program.
  - C. Notice to Proceed from City of Greencastle
- V. **Adjournment**



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## Greencastle Board of Works Regular Session

**Agenda**  
**4:30 P.M.**

**June 20, 2012**

**Greencastle City Hall**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Approval of Minutes**
  - A. Regular Session – May 16, 2012
  - B. Special Session – May 30, 2012
- IV. Approval of Claims**
  - A. Water
  - B. Wastewater
- V. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. New Business**
  - A. LPA Project Coordination Contract – EDS#A249-12-320919
- VII. Adjournment**

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## Greencastle Board of Works Regular Session

### Agenda

4:30 P.M.

July 18, 2012

Greencastle City Hall

- I. **Call to Order; Roll Call**
- II. **Special Requests**
- III. **Approval of Minutes**
  - A. Regular Session – June 20, 2012
- IV. **Approval of Claims**
  - A. Water
  - B. Wastewater
- V. **Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. **Old Business**
  - A. Update on Water Levels
- VII. **New Business**
  - A. Environmental Review-Streetscapes
- VIII. **Adjournment**

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## Greencastle Board of Works Regular Session Agenda

**August 15, 2012**

**4:30 P.M.**

**Greencastle City Hall**

- I. Call to Order; Roll Call**
- II. Bid Opening- Owner Occupied Rehab Program**
- III. Special Requests:**
  - A. Sewer Adjustment: Elizabeth Thomas
  - B. Sewer Adjustment: Kathy Moore
  - C. Sewer Adjustment: Jim York
- IV. Approval of Minutes**
  - A. Regular Session – July 18, 2012
- V. Approval of Claims**
  - A. Water
  - B. Wastewater
- VI. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VII. New Business**
  - A. 2012 Road Resurfacing Project- Notice of award, Notice to proceed, and permission to sign the contract
  - B. Albin Pond Dam-
    1. Claim Voucher 1
    2. Change Order No. 1
  - C. Owner Occupied Change Order- 207 N. College
  - D. Albin Pond Agreement between Customer and Contractor
- VIII. Adjournment**

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## **Greencastle Board of Works Special Session**

### **Agenda**

**August 29, 2012**

**4:30 P.M.**

**Greencastle City Hall**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Old Business**
  - A. Rescind change order for Owner Occupied home
  - B. Reject bid for Owner Occupied rehab received 8/15
- IV. New Business**
  - A. Albin Pond change orders
- V. Adjournment**

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## **Greencastle Board of Works Regular Session Agenda**

**September 19, 2012**

**4:30 P.M.**

**Greencastle City Hall**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Approval of Minutes**
  - A. Regular Session – August 15, 2012
  - B. Special Session - August 29, 2012
- IV. Approval of Claims**
  - A. Water
  - B. Wastewater
- V. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. Old Business**
- VII. New Business**
- VIII. Adjournment**

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## Greencastle Board of Works Regular Session Agenda

October 10, 2012

4:30 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Approval of Minutes**
  - A. Regular Session – September 19, 2012
- IV. Approval of Claims**
  - A. Water
  - B. Wastewater
- V. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. Old Business**
  - A. Award and Notice to Proceed on Owner Occupied Rehab Program
- VII. New Business**
  - A. Police - Hiring of New Police Officer
  - B. Police – Captain Promotion
  - C. 2013 Water and Wastewater Budget
- VIII. Adjournment**

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## Greencastle Board of Works Regular Session Agenda

November 21, 2012

4:30 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. Approval of Minutes**
  - A. Regular Session – October 10, 2012
  - B. Executive Session-October 10, 2012
- IV. Approval of Claims**
  - A. Water
  - B. Wastewater
- V. Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. Old Business**
  - A. 2013 Water and Wastewater Budget
- VII. New Business**
  - A. Change Order for Owner Occupied Program/Star
  - B. Award and Proceed for Water Line Work on Jackson Street
  - C. Amendment #1 to our Contract with Bernardin, Lochmueller & Associates
- VIII. Adjournment**

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## **Greencastle Board of Works Special Session**

### **Agenda**

**December 12, 2012**

**4:30 P.M.**

**Greencastle City Hall**

- I. Call to Order; Roll Call**
- II. Special Requests**
- III. New Business**
  - A. Contractor Changes in the Owner Occupied Rehab. Program
- IV. Adjournment**



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## Greencastle Board of Works Regular Session Agenda

December 19, 2012

4:30 P.M.

Greencastle City Hall

- I. **Call to Order; Roll Call**
- II. **Special Requests**
- III. **Approval of Minutes**
  - A. Regular Session – November 21, 2012
- IV. **Approval of Claims**
  - A. Water
  - B. Wastewater
- V. **Department Reports**
  - A. Fire Department – Bill Newgent
  - B. Planner – Shannon Norman
  - C. Police Department – Tom Sutherlin
  - D. Department of Public Works – Brad Phillips
  - E. Water & Wastewater Department – Richard Hedge
  - F. City Attorney - Laurie Robertson Hardwick
  - G. Park and Recreation – Rod Weinschenk
- VI. **New Business**
  - A. Grant Extension On Owner Occupied Program
  - B. Review of the Five (5) Year Plans for Water and Wastewater.
- VII. **Adjournment**