

# WESTVILLE TOWN COUNCIL

JANUARY 12, 2021

## MINUTES OF VIRTUAL MEETING

The regular meeting of the Westville Town Council was held at the Westville Town Complex Community Room, 100 Setser Drive at 7:00 p.m with Michael Albert present and everyone else attending virtually. Present: Michael Albert, Regina Ruddell, Tom Fath, Olga Pothorski (late), James Bechinske, Lori Mercer; Clerk-Treasurer, Town Attorney, Doug Biege.

A motion was made by Michael Albert to approve minutes of the December, 2020 meeting. Tom Fath, second. Roll Call: Bechinske, yes; Fath, yes; Ruddell, yes; Albert, yes.

A motion was made by James Bechinske to approve claims for the month of December, 2020. Michael Albert, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Albert, yes.

A motion was made by Regina Ruddell to leave the liaison positions and council officer positions the same as they are currently. Tom Fath, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Albert, yes.

### UTILITIES

Nathan Howell gave a brief summary of the MCO report for December. It is attached.

Nathan also reported that we are losing substantial revenue by not having the flow meter working correctly at the Nash Finch lift station.

Nathan reported that MacAllister will be giving us a credit from the generator issue that we were having at the sewer plant. Clerk-Treasurer Mercer stated that she has been in contact with them and we will be receiving approximately \$4,400.00 in reimbursements.

Tom Fath reported that our generators need to be serviced and he has received four (4) quotes from Evapar to work on the generators. The first quote is for the generator at the wastewater plant in the amount of \$1,657.61, to be billed to sewage operating, repairs and maintenance. The second quote is for the water plant in the amount of \$2,382.60, to be billed to water operating, repairs and maintenance. And the final two (2) quotes are for the lift stations at 700 US 421 and 3200 US 421 in the amounts of \$2,925.26 each, to be paid from sewage operating lift station repair. Michael Albert, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Pothorski, yes; Albert, yes.

Tom Fath also discussed the INDOT Extraordinary Cost Agreement for the round-about that is going in at Highways 6 and 2. Due to the fact that our water main runs through the state's right-of-way, the Town is required to pay 10% of the cost of the project, which comes to \$53,318.56. Some of this amount has already been paid by the Town through invoices regarding this project. The State will bill the Town for the remainder of the \$53,318.56 once the project lets.

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## **UTILITIES (CON'T)**

Tom Fath made a motion to pay \$53,318.56 from the water maintenance fund to cover the Town's portion of this project. Michael Albert, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Pothorski, yes; Albert, yes.

Michael Albert read Resolution 2021-2, which is the resolution needed to appropriate the funds (\$53,318.56) for the round-a-bout and box culvert project by the sewage plant. Michael Albert made a motion to adopt Resolution 2021-2. Tom Fath, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Pothorski, yes; Albert, yes.

Tom Fath made a motion to approve the quote from MB Controls to replace the Scadada unit at the Wastewater plant. This system is much more reliable than the phone lines and/or internet. The cost is \$4,400.00, to be paid from Sewage Operating repairs and maintenance. Michael Albert, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Pothorski, yes; Albert, yes.

Michael Albert stated that we will table Ordinance 2021-1 until the February meeting.

## **STREETS**

Michael Albert made a motion to enter into agreement with Lochner Engineering, not to exceed \$10,000.00 from Jan 1, 2021-Dec. 31, 2021. James Bechinske, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Pothorski, yes; Albert, yes.

## **PARKS**

Olga Pothorski reported that the school is looking for mentors for the month of January for the mentoring program. She stated that the school is working on a proclamation regarding this program.

Olga Pothorski also expressed her concerns regarding a food vendor that was at the car show at Prairie Meadow Park in the summer. She suggested that the Town put an ordinance in place to require permitting and licensing of any food vendors that want to have a food truck in town. Marshal Mercer reported that we may already have an ordinance in place for this and he would take some time to locate this ordinance and will scan it to the council when he finds it.

## **POLICE DEPARTMENT**

Monthly stats were not reported.

Marshal Mercer asked the council to allow \$5,000.00 for the cost of part-time employees due to the impact that the Coronavirus has had on the department. Clerk-Treasurer Mercer has looked over the budget and feels that we will be able to move some money to allow for this. Michael Albert stated that we still have monies left from the Covid Cares reimbursement that we received, and we may be able to use for this. Lori Mercer stated that she will work with the attorney to amend the salary ordinance to allow this.

Marshal Mercer asked the council to make Bruce Weiler a reserve, only in the capacity of training purposes. Eventually, Marshal Mercer would like to get him, as well as Nate Hynek, certified as an ILEA instructor and as a physical tactics' instructor. Council approved.

**POLICE DEPARTMENT (CON'T)**

Marshal Mercer also reported that Deputy Barden and Deputy Miller satisfactorily completed their introductory period on Jan.6, 2021.

**FINANCE**

Michael Albert read Resolution 2021-1, Transfer of Funds from CCI. Michael Albert made a motion to adopt Resolution 2021-1. Tom Fath, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Pothorski, yes; Albert, yes.

Michael Albert made a motion to enter into contract with Town Attorney, Doug Biege, with no changes from 2020. Tom Fath, second. Roll Call: Bechinske, yes; Ruddell, yes; Fath, yes; Pothorski, yes; Albert, yes.

**MISCELLANEOUS**

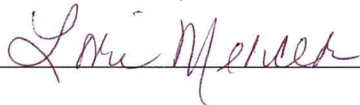
James Bechinske reported that they are looking into costs for a generator for the town garage.

**CITIZENS COMMENTS**

**ANY OTHER MATTERS THAT COME BEFORE THE COUNCIL**

A motion to adjourn was made by Michael Albert at 7:57 p.m. James Bechinske, second. Motion carried.

I, Lori Mercer, attest that these minutes are true and accurate.

  
\_\_\_\_\_





**Town of Westville**  
**December 2020 Monthly Report of Operations**  
**Prepared By: Nathan Howell**  
**January 12, 2021**

**Water**

1. GIS –Nothing new to report.
2. The INDOT roundabout and culvert replacement projects are proceeding.
3. We have contacted McMahon to evaluate the old water tower and to review the inspection performed by Midco Diving. Jeff Kellner was on site and will do a return trip to climb the tank and look inside of it. We are still waiting for the report.
4. The water audit is complete. We are going to meet with Wessler to discuss it.
5. The recent ice storm caused some operational issues, but the facilities worked well through the power outage.

**Wastewater**

1. The Nash Finch lift station still needs a flow meter installed. We have contacted McMahon for their help in getting a contractor interested in installing the meter and vault. The station is seeing increased flows due to the increased traffic at the Dollar General facility. We recommend installation of a stand-by generator or the purchase of a stand-by pump.
2. We have nothing new to report regarding the reimbursement from Mc Allister for the generator.
3. The Westville Estates pump station is deteriorating rapidly. We have spoken with McMahon to renovate the station.
4. We continue to spend much time on the DOC renovation project.
5. The south clarifier stopped on January 3, 2021. We found the speed reducer seized and was tripping the overloads for the motor. Since we had seen this previously, we had a spare on the shelf and had Superior on site to assist in replacing it. The clarifier is now running. We are going to replace the space reducer. This problem will be permanently corrected when the plant is renovated.
6. We lost alarm callout capabilities due to the PLC screen having a failure. MB Controls corrected the problem.

## Town of Westville - Operational Summary for the Wastewater Treatment Plant

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2020	Total Gallons	Flow			BOD		TSS		Ammonia		Phosphorus	
		Max. Daily	Min. Daily	Monthly Avg.	mg/l	#'s	mg/l	#'s	mg/l	#'s	mg/l	#'s
January	6,931,600	541,000	170,000	223,600	188	134	235	402	26.3	49.2	5.5	10.3
February	6,211,800	261,000	189,000	214,200	176	318	215	395	24.9	44.5	5.0	8.9
March	6,035,700	247,000	166,000	194,700	165	277	266	449	26.8	43.6	5.3	8.6
April	6,138,000	427,000	166,000	204,600	155	274	260	462	23.1	39.5	4.99	8.5
May	7,719,000	451,600	184,600	249,000	164	323	241	541	20.3	42.2	4.3	8.9
June	6,690,000	324,100	183,400	223,000	159	291	259	473	20.9	38.9	4.5	9.3
July	6,804,500	277,000	199,000	219,500	150	283	241	454	21.2	38.8	4.7	8.6
August	6,378,000	276,000	191,000	212,600	133	241	206	382	22	39	4.9	8.7
September	6,168,000	258,000	187,000	205,600	128	232	233	413	21.7	37.3	4.8	7.6
October	6,072,900	246,200	173,400	195,900	157	257	298	488	24.5	40.1	5.3	8.7
November	5,514,000	240,800	162,800	183,800	131	202	330	511	27	41.2	5.8	8.9
December	5,635,800	239,700	160,200	181,800	162	248	305	471	28.3	42.9	6.1	9.3

### Effluent

2020	Total Gallons	Flow			BOD		TSS		Phosphorus		Ammonia	
		Max. Daily	Min. Daily	Monthly Avg.	Monthly Avg.	% Removed	Monthly Avg.	% Removed	mg/l	% Removed	mg/l	% Removed
January	6,581,000	573,000	162,000	219,000	2.8	98.5	4.5	98.1	.10	96.1	.06	99.8
February	5,935,000	257,000	130,000	204,700	2.6	98.5	6.9	96.8	.2	95.9	.05	99.8
March	5,851,000	238,000	159,000	188,700	2.6	98.4	5.3	98.0	.2	95.5	.03	99.9
April	5,942,000	424,000	158,000	198,100	2.5	98.4	5.1	98.1	.3	93.3	.05	99.8
May	7,486,800	451,800	172,300	241,500	2.2	98.7	6.3	97.7	.5	87.5	.07	99.8
June	6,302,100	319,500	149,200	210,100	2.4	98.5	6.3	97.6	.5	89.2	.03	99.8
July	6,535,000	269,000	189,000	210,800	2.1	98.6	3.7	98.5	.3	94.5	.03	94.5
August	6,387,000	267,000	183,000	206,000	2.1	98.4	3.9	98.1	.2	95.6	.04	99.8
September	5,928,800	250,000	198,000	198,000	2.1	98.3	3.4	98.5	.3	93.5	.03	99.8
October	5,796,800	237,000	165,900	187,000	2	98.7	3.2	98.8	.3	94.6	.03	99.9
November	5,287,300	233,300	157,700	176,200	2.1	98.4	4.3	98.7	.2	96.0	.1	99.6
December	5,407,900	238,300	152,000	174,400	2.2	98.6	4.7	98.5	.2	97	.1	99.8

## Town of Westville – Operational Summary for the Water Treatment Plant

Month Ending	Total Monthly Flow	Maximum Daily Flow	Minimum Daily Flow	Average Daily Flow	Chlorine Usage (lbs.)	Fluoride Usage (lbs.)
1/31/20	3,961,000	210,600	47,100	124,600	54.6	43
2/28/20	4,093,400	217,900	79,900	141,200	53.2	32
3/31/20	3,928,000	186,300	78,400	126,900	54.2	28
4/30/20	3,572,200	191,300	77,100	120,400	49	0
5/31/20	4,239,400	214,600	78,400	134,200	49.8	0
6/30/20	4,746,600	232,700	81,400	156,800	68.4	42
7/31/20	4,949,000	243,900	79,500	160,100	67.6	55
8/31/20	4,952,000	262,200	75,900	161,200	68.8	56
9/30/20	4,650,000	253,400	86,400	154,900	70.4	53
10/31/20	4,292,000	170,700	105,000	138,900	64.4	49
11/30/20	3,786,900	196,600	60,700	125,100	54.7	73
12/31/20	3,811,000	198,000	40,400	121,200	56.8	43





*Lift station  
N.D. 1*

# Repair Estimate

<b>Cust Name:</b> TOWN OF WESTVILLE	<b>P.O. No:</b> _____
<b>Cust No:</b> WES250	<b>Make:</b> CUMMINS
<b>Address:</b> 3200 US 421 N, WESTVILLE, IN	<b>Model:</b> GGPC-3630011
<b>Contact Name:</b> NATHAN HOWEL	<b>Ser No:</b> K110269713
<b>Phone No:</b> 219-921-6292	<b>Spec:</b> A
<b>Complaint:</b> _____	<b>Hours:</b> _____ <b>352</b>

	Part Number	Parts	Qty	Price Ea.	Ext. Price
1	503-1634	BLOCK HEATER HOSE	4	\$22.76	\$91.04
2	0503-3079	UPPER RADIATOR HOSE	1	\$42.53	\$42.53
3	0503-3080	LOWER RADIATOR HOSE	1	\$52.25	\$52.25
4	503-2157-01	CONSTANT TENSION BLOCK HEATER HOSE CLAMPS	8	\$14.13	\$113.04
5	ETHY-ANTI	COOLANT	7	\$10.22	\$71.54
6	1231PMF	GROUP 31 BATTERY	1	\$191.45	\$191.45
7	P528216	AIR FILTER (NELSON 870553A)	1	\$14.51	\$14.51
8	104	SPARK PLUGS	8	\$2.94	\$23.52
9	33000200	SPARK PLUGS WIRE SET	1	\$134.88	\$134.88
10	100075B	DISTRIBUTOR CAP	1	\$23.81	\$23.81
11	104001	DISTRIBUTOR ROTOR	1	\$73.21	\$73.21
12	123A	BATTERIES	2	\$2.50	\$5.00
13	32000216	THERMOSTAT	1	\$10.54	\$10.54
14	35062	THERMOSTAT GASKET	1	\$4.56	\$4.56
15	A026J763	BELT	1	\$106.00	\$106.00
16	32501610	PRE MOLDED WATER PUMP INLET HOSE	1	\$18.43	\$18.43
				<b>Total Parts:</b>	<b>\$976.31</b>
Miscellaneous Services and Supplies			Qty	Price Ea.	Ext. Price
1	FREIGHT	FREIGHT	1	\$60.00	\$60.00
2	MILEAGE	MILEAGE - ROUND TRIP	210	\$1.75	\$367.50
3	SS1	SUPPLIES/ENVIRONMENTAL	1	\$72.45	\$72.45
4					
5					
				<b>Total Misc.:</b>	<b>\$499.95</b>
Shop and Field Labor			Hours	Rate	Ext. Price
1	FIELD LABOR	TRAVEL AND REPAIR LABOR	8	\$103.50	\$828.00
2	FIELD LABOR	OT TRAVEL AND REPAIR LABOR	4	\$155.25	\$621.00
3					
4					
5					
				<b>Total Labor:</b>	<b>\$1,449.00</b>

**Notes/Comments**

ANY APPLICABLE TAXES NOT INCLUDED.

<b>Date:</b> 11/12/2020	<b>Estimate Total</b>
<b>Quoted By:</b> CASSIE ODQUIST - FORT WAYNE ADMIN ASSISTANT	\$2,925.26
<b>Expiration Date:</b> 12/12/2020	

**Customer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_





Lift Station  
ND 2

# Repair Estimate

Cust Name: TOWN OF WESTVILLE

Cust No: WES250

Address: 700 US 421 N, WESTVILLE, IN

Contact Name: NATHAN HOWEL

Phone No: 219-921-6292

Complaint: \_\_\_\_\_

P.O. No: \_\_\_\_\_

Make: CUMMINS

Model: GGPC-8362999

Ser No: K110269712

Spec: \_\_\_\_\_

Hours: \_\_\_\_\_

310

	Part Number	Parts	Qty	Price Ea.	Ext. Price
1	503-1634	BLOCK HEATER HOSE	4	\$22.76	\$91.04
2	0503-3079	UPPER RADIATOR HOSE	1	\$42.53	\$42.53
3	0503-3080	LOWER RADIATOR HOSE	1	\$52.25	\$52.25
4	503-2157-01	CONSTANT TENSION BLOCK HEATER HOSE CLAMPS	8	\$14.13	\$113.04
5	ETHY-ANTI	COOLANT	7	\$10.22	\$71.54
6	1231PMF	GROUP 31 BATTERY	1	\$191.45	\$191.45
7	P528216	AIR FILTER (NELSON 870553A)	1	\$14.51	\$14.51
8	104	SPARK PLUGS	8	\$2.94	\$23.52
9	33000200	SPARK PLUGS WIRE SET	1	\$134.88	\$134.88
10	100075B	DISTRIBUTOR CAP	1	\$23.81	\$23.81
11	104001	DISTRIBUTOR ROTOR	1	\$73.21	\$73.21
12	123A	BATTERIES	2	\$2.50	\$5.00
13	32000216	THERMOSTAT	1	\$10.54	\$10.54
14	35062	THERMOSTAT GASKET	1	\$4.56	\$4.56
15	A026J763	BELT	1	\$106.00	\$106.00
16	32501610	PRE MOLDED WATER PUMP INLET HOSE	1	\$18.43	\$18.43
				<b>Total Parts:</b>	<b>\$976.31</b>
	Miscellaneous Services and Supplies		Qty	Price Ea.	Ext. Price
1	FREIGHT	FREIGHT	1	\$60.00	\$60.00
2	MILEAGE	MILEAGE - ROUND TRIP	210	\$1.75	\$367.50
3	SS1	SUPPLIES/ENVIRONMENTAL	1	\$72.45	\$72.45
4					
5					
				<b>Total Misc.:</b>	<b>\$499.95</b>
	Shop and Field Labor		Hours	Rate	Ext. Price
1	FIELD LABOR	TRAVEL AND REPAIR LABOR	8	\$103.50	\$828.00
2	FIELD LABOR	OT TRAVEL AND REPAIR LABOR	4	\$155.25	\$621.00
3					
4					
5					
				<b>Total Labor:</b>	<b>\$1,449.00</b>

### Notes/Comments

ANY APPLICABLE TAXES NOT INCLUDED.

Date: 11/12/2020

Quoted By: CASSIE ODQUIST - FORT WAYNE ADMIN ASSISTANT

Expiration Date: 12/12/2020

Estimate Total

\$2,925.26

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_





*Water plant*

# Repair Estimate

<b>Cust Name:</b> TOWN OF WESTVILLE-WATER PLANT	<b>P.O. No:</b> _____
<b>Cust No:</b> WES250	<b>Make:</b> KATOLIGHT
<b>Address:</b> 908 STANLEY DRIVE, WESTVILLE, IN 46391	<b>Model:</b> D150FXJ4
<b>Contact Name:</b> NATHAN HOWELL	<b>Ser No:</b> WA535974-9229V-1003
<b>Phone No:</b> _____	<b>Spec:</b> _____
<b>Complaint:</b> _____	<b>Hours:</b> _____ <b>365.5</b>

	Part Number	Parts	Qty	Price Ea.	Ext. Price
1	K080660	BELT	1	\$67.14	\$67.14
2	24240	UPPER RADIATOR HOSES (SOLD PER INCH)	12	\$3.16	\$37.92
3	SUA71305	LOWER RADIATOR HOSE	1	\$38.67	\$38.67
4	SUA90980	THERMOSTATS	2	\$25.27	\$50.54
5	SUA90276	THERMOSTAT GASKET	2	\$9.41	\$18.82
6	4D	4D BATTERY	1	\$261.26	\$261.26
7	SUA77169	AIR FILTER	1	\$126.94	\$126.94
8	26242	3/4" BOCK HEATER HOSE	5	\$8.96	\$44.80
9	32016	3/4" HOSE CLAMPS	4	\$1.60	\$6.40
10	ETHY-ANTI	COOLANT	11	\$10.22	\$112.42
11	32036	RADIATOR HOSE CLAMPS	4	\$1.19	\$4.76
12					
13					
14					
15					
				<b>Total Parts:</b>	<b>\$769.67</b>
Miscellaneous Services and Supplies			Qty	Price Ea.	Ext. Price
1	FREIGHT	FREIGHT	1	\$50.00	\$50.00
2	MILEAGE	MILEAGE - ROUND TRIP	210	\$1.75	\$367.50
3	SS1	SUPPLIES/ENVIRONMENTAL	1	\$56.93	\$56.93
4					
5					
				<b>Total Misc.:</b>	<b>\$474.43</b>
Shop and Field Labor			Hours	Rate	Ext. Price
1	FIELD LABOR	TRAVEL AND REPAIR LABOR	8	\$103.50	\$828.00
2	FIELD LABOR	OT TRAVEL AND REPAIR LABOR	2	\$155.25	\$310.50
3					
4					
5					
				<b>Total Labor:</b>	<b>\$1,138.50</b>

**Notes/Comments**

ANY APPLICABLE TAXES NOT INCLUDED.

<b>Date:</b> 11/12/2020	<b>Estimate Total</b>
<b>Quoted By:</b> CASSIE ODQUIST - FORT WAYNE ADMIN ASSISTANT	<b>\$2,382.60</b>
<b>Expiration Date:</b> 12/12/2020	

**Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_





*Sewage plant*

# Repair Estimate

<b>Cust Name:</b> TOWN OF WESTVILLE-WWTP	<b>P.O. No:</b> _____
<b>Cust No:</b> WES250	<b>Make:</b> CAT
<b>Address:</b> 904 W MAIN STREET, WESTVILLE, IN 46391	<b>Model:</b> D150-8
<b>Contact Name:</b> NATHAN HOWELL	<b>Ser No:</b> CAT00C66LLC600220
<b>Phone No:</b> 219-921-6292	<b>Spec:</b> _____
<b>Complaint:</b> _____	<b>Hours:</b> _____ <b>284.6</b>

	Part Number	Parts	Qty	Price Ea.	Ext. Price
1	ETHY-ANTI	COOLANT	6	\$10.22	\$61.32
2	390-8412	PRE MADE UPPER BLOCK HEATER HOSE	1	\$87.57	\$87.57
3	390-8413	PRE MADE LOWER BLOCK HEATER HOSE	1	\$90.23	\$90.23
4	32010	HOSE CLAMPS	2	\$1.90	\$3.80
5	130-4678	AIR FILTER	1	\$99.69	\$99.69
6	307-9598	ENCLOSURE RADIATOR ACCESS COVER	1	\$38.10	\$38.10
7					
8					
9					
10					
11					
				<b>Total Parts:</b>	<b>\$380.71</b>
Miscellaneous Services and Supplies			Qty	Price Ea.	Ext. Price
1	FREIGHT	FREIGHT	1	\$40.00	\$40.00
2	MILEAGE	MILEAGE - ROUND TRIP	210	\$1.75	\$367.50
3	SS1	SUPPLIES/ENVIRONMENTAL	1	\$41.40	\$41.40
4					
5					
				<b>Total Misc.:</b>	<b>\$448.90</b>
Shop and Field Labor			Hours	Rate	Ext. Price
1	FIELD LABOR	TRAVEL AND REPAIR LABOR	8	\$103.50	\$828.00
2					
3					
4					
5					
				<b>Total Labor:</b>	<b>\$828.00</b>

**Notes/Comments**

ANY APPLICABLE TAXES NOT INCLUDED.

<b>Date:</b> 11/12/2020	<b>Estimate Total</b>
<b>Quoted By:</b> CASSIE ODQUIST - FORT WAYNE ADMIN ASSISTANT	<b>\$1,657.61</b>
<b>Expiration Date:</b> 12/12/2020	

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

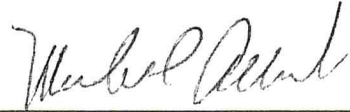
RESOLUTION 2021-1  
TRANSFER OF FUNDS

BE IT RESOLVED BY THE WESTVILLE TOWN COUNCIL THAT THE FOLLOWING FUNDS BE TRANSFERRED PER IC 6-7-1-31.1(c)(1):

Transfer Twelve Thousand Five Hundred Dollars (\$12,500.00) from CCI (Cumulative Capital Improvement) to General Fund.

PASSED AND ADOPTED THIS 12<sup>TH</sup> DAY OF JANUARY 2021.

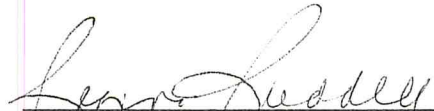
WESTVILLE TOWN COUNCIL



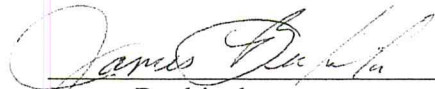
Michael Albert



Tom Fath



Regina Ruddell

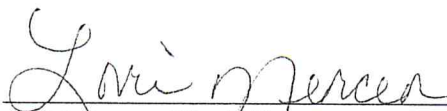


James Bechinske



Olga Pothorski

ATTEST:



Lori Mercer Clerk-Treasurer



RESOLUTION NO. 2021-2

**A RESOLUTION APPROPRIATING FUNDS FOR IMPROVEMENTS  
FOR THE WESTVILLE WATER UTILITY**

**WHEREAS**, Indiana Department of Transportation desires to improve the drainage system and replace pavement on Des 1383631 SR 2/US 6 Roundabout & 1700028, SR 2 small structure replacement; and

**WHEREAS**, the Town of Westville Water Utility needs to appropriate funds for the relocation of the water utility's mains and associated service lines, meters, valves, hydrants and so forth connected with such project; and

**WHEREAS**, the appropriated amount is Fifty-three Thousand Three Hundred Eighteen Dollars and Fifty-six Cents (\$53,318.56).

**NOW, THEREFORE, BE IT RESOLVED** that an amount of Fifty-three Thousand Three Hundred Eighteen Dollars and Fifty-six Cents (\$53,318.56) is hereby appropriated for improvements to the Westville Water Utility.


**PASSED AND APPROVED** by the Town Council of the Town of Westville, Indiana, this 12<sup>th</sup> day of January, 2021.


Town Council – Town of Westville

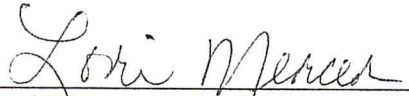
  
\_\_\_\_\_  
Michael Albert, President

  
\_\_\_\_\_  
Tom Fath

  
\_\_\_\_\_  
Regina Ruddell

  
\_\_\_\_\_  
James Bechinske

  
\_\_\_\_\_  
Olga Pothorski

Attest:   
\_\_\_\_\_  
Lori Mercer, Clerk Treasurer

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ADDENDUM No. 1

Dated as of January 1, 2021

to

CONSULTANT AGREEMENT

by and between

Town of Westville (“Client”)

and

H.W. Lochner, Inc. (“Consultant”)

for

Community Crossings Matching Grant (CCMG)  
 (“Project”)

This Addendum amends, modifies and supplements the Agreement for Professional Engineering Services (the “Agreement”). The Agreement, whether or not it is attached to this Addendum, is hereby incorporated into this Addendum by this reference and is made a part hereof as if it were fully set forth herein. The amendments, modifications and supplements to the Agreement contained in this Addendum are set forth by reference Section number contained in the Agreement. Unless a part of the Agreement is amended, modified or supplemented by this Addendum, the Agreement shall remain in full force and effect.

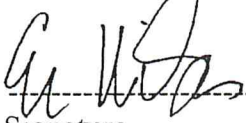


3. **Schedule.** Lochner shall perform its Services within a timeframe mutually agreed to by Lochner and the Client. All services to be complete by **December 31, 2021.**

6. **Compensation for Lochner's Scope of Services.** Subject to paragraph 8, the Client shall compensate Lochner for Lochner's Scope of Services as set forth in Attachment A (REV 01/01/2021) hereto. The maximum amount payable under this Agreement shall not exceed \$15,000.00 from the date first written on the Agreement through December 31, 2020. The maximum amount payable shall not exceed **\$10,000.00** from the date first written above through December 31, 2021

IN WITNESS WHEREOF, the CLIENT and the CONSULTANT have caused this Addendum to be executed as of the date first written above.

CONSULTANT:  
HW LOCHNER, INC.

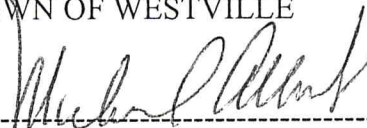


Signature

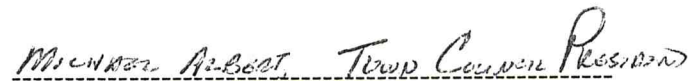
Eric Wilson, Vice President

(Print or type name and title)

CLIENT:  
TOWN OF WESTVILLE



Signature



(Print or type name and title)

## Attachment A (REV 01/01/2021)

### SCOPE OF SERVICES

For the fulfillment of all services outlined in this Attachment A, the Consultant will provide a Project Manager, as well as, any additional support staff as needed. The Consultant's personnel shall take directions from and report to the Town of Westville on all matters concerning project compliance and administration. Nothing in this Agreement shall be deemed to require the Consultant to perform any act that would constitute design services or the practice of architecture, certified public accounting or law. The recommendations, advice, budgetary information and schedules to be furnished by the Consultant under this contract are solely for the use of the Town of Westville and shall not be deemed to be representations, warranties or guarantees. It is expressly understood that the Consultant is not a guarantor or insurer of the adequacy of any plans and specifications or of any work that is to be performed or managed by others.

The Consultant shall be responsible for performing the following activities:

1. Complete annual inspection of each roadway segment in the Town and update rating per the PASER System. Update the Town's Pavement Asset Management Plan based on these ratings and submit to LTAP for approval.
2. Complete Community Crossings Matching Grant (CCMG) application(s) as requested by the Town. Street segments and scope of work to be included in the application shall be at the direction of the Town.
3. Assist the Town in the preparation of bid documents as required by the CCMG. These documents include aerial maps showing the location and type of work, relevant INDOT specifications, and responsible bidder form.
4. Hold Pre-bid meeting for CCMG projects as requested by the Town.
5. Review submitted bids for CCMG projects and make selection recommendations to the Town.
6. Assist the Town in the collection of Responsible Bidder Ordinance submittal documents pre and post bid for CCMG projects. Verifying compliance of these documents with the Responsible Bidder Ordinance is excluded from the Consultant responsibilities.
7. Hold pre-construction meeting for CCMG projects as requested by the Town.
8. Compile all CCMG required documentation during the project including but not limited to:
  - a. Material Tickets (Asphalt and Concrete)
  - b. Measure and record all milling locations
  - c. Mix Designs
  - d. Change Orders
  - e. Create log and track all pay item quantities
9. Complete review of each contractor pay estimate request and provide recommendations to the Town.
10. Provide part time, onsite inspection of work in progress as requested by the Town to verify contractor compliance with INDOT specifications and the contract documents.
11. Evaluate contractor's suggestions for modifications in drawings, specifications and change orders, and provide recommendations to the Town.
12. Provide technical support as needed and requested.
13. Submit all required CCMG project closeout documentation to the Town.

### COMPENSATION



1. The Consultant will be paid for the actual hours of work performed exclusively on this project.  
The base period hourly billing rate schedule is as follows:

<u>CLASSIFICATION</u>	<u>REGULAR RATE</u>	<u>OVERTIME RATE</u>
Project Manager	\$129.78	N/A
Construction Inspector	\$85.49	\$100.94