



**Topeka Town Council**  
**124 E. Lake Street, Topeka, Indiana**  
**General Meeting Minutes, February 14, 2022, at 4:00pm**

Pledge of Allegiance to the Flag

Call to order by Council President, Ron Troyer – Common Council Meeting

**Roll Call**

Present: Council Member Ron Troyer, Ray Folk, Steve Schrock, Adam Lambright, Doug Fought; Clerk-Treasurer Naomi Miller and Town Manager Stewart Bender

Others in attendance: Cyndi Sadewasser, Deputy Clerk; Casey Irwin with DLZ; Harold Gingerich, Town Marshal Strater, Jr; Amy Oberlin and Salen Omar

Attendance via Zoom: Town Attorney representative, Rachel Tran

**Minutes from previous meeting of December 13, 2021, for Common Council Meeting**

Motion to Approve: Steve Schrock                      Seconded: Doug Fought                      Vote: All Ayes

**Naomi Miller, Clerk-Treasurer**

Claim Register – APV – 15109 - 15243

Motion to Approve: Steve Schrock                      Seconded: Doug Fought                      Vote: All Ayes

**Board of Zoning and Appeals**

- Application from Jeff Helmuth for the open position on the BZA board
  - Motion to recommend Jeff Helmuth to the BZA Board to represent the Town of Topeka
- Motion: Adam Lambright                      Seconded: Doug Fought                      Vote: All Ayes

**Employee Handbook update**

- Two changes were made to the employee handbook
- Holidays on page 17, removed Martin Luther King Day
- Longevity Pay on page 24 was added to the book

Motion to adopt these changes: Adam Lambright                      Seconded: Steve Schrock                      Vote: All Ayes

**Stewart Bender, Town Manager**

Pond Champs Quote for 2022

- Cost is \$2,622
  - Motion to approve the quote for 2022 from Pond Champs
- Motion: Doug Fought                      Seconded: Adam Lambright                      Vote: All Ayes

#### Community Crossing Award

- Bid Tabulation for 2022 CCMG
  - Pulver Asphalt \$1,646,374.25 API Construction \$1,820,763.85
  - HRP Construction \$1,989,052.75
  - Motion to accept the bids as opened and read aloud on Thursday, February 10, 2022 and recommend to the Redevelopment Commission
- Motion: Ray Folk                      Seconded: Steve Schrock                      Vote: All Ayes

#### Contractor's Bid for Public Work, Form 96

- Recommendation is Pulver Asphalt for \$1,646,374.25
  - Motion to approve and sign Form 96 from Pulver and recommend to the RDC
- Motion: Doug Fought                      Seconded: Ray Folk                      Vote: All Ayes

#### Notice of Award 2022

- Recommendation is Pulver Asphalt for \$1,646,374.25
  - Motion to approve and sign the Notice of Award on the 2022 Street Improvements and recommend to the RDC
    - Pine Street and Babcock Street
- Motion: Ray Folk                      Seconded: Doug Fought                      Vote: All Ayes

Approval of signing and execution of Owner-Contractor Agreement for CCMG paperwork and submitted back to INDOT outside of regularly scheduled meeting.

Motion: Steve Schrock                      Seconded: Ray Folk                      Vote: All Ayes

#### Water Treatment Plant

- Pay Ap 7 from FCI Construction for \$785,196.66
  - Retainage is at 5%, \$134,464.14
  - Motion to approve and send SRF Disbursement request for processing
- Motion: Ray Folk                      Seconded: Steve Schrock                      Vote: All Ayes

#### Lehman Street Repair

- 2 Quotes
    - Quote is to repair storm line
    - DANA \$53,372.50 including paving
    - HRP \$96,475.00 including paving
    - API - No Quote yet
    - The plan is to stop short of Barr tile
    - Motion to go with Dana for the Lehman Street Repair
- Motion: Doug Fought                      Seconded: Adam Lambright                      Vote: All Ayes

#### Estimate Water Treatment Plant Camera System

- Under Fettes contract, they are responsible for running wiring for cameras
  - Physical cameras were left out of contract so the town could use the same system and vendor we currently have in place
  - Choice 1 Communications, Inc estimate for 5,329.64
- Motion: Doug Fought                      Seconded: Ray Folk                      Vote: All Ayes

#### Mounting Equipment on pumper for Fire Department

- Quote from MacQueen Emergency Equipment for \$17,899
  - Pay out of Fire Public Safety Money
  - Motion to move forward with the mounting equipment on pumper with MacQueen
- Motion: Ray Folk                      Seconded: Steve Schrock                      Vote: All Ayes

#### Wastewater Treatment Plant and West Park Update

- Town Manager recommends looking at a Construction Manager for the Wastewater and Park projects
  - Construction Manager would finish design and plans between the town and DLZ
    - Instead of current process – Design, Bid and Build process
  - A document showing the different methods to oversee a building project was shared with council
  - RFQ would be created for a construction manager and that firm could do a percent of the work
  - The Construction Manager would be in charge of bidding out different components.
    - Build according to state statute.
  - Motion to obtain a construction manager by advertisement to bring before Council and RDC board for final approval and a recommendation to the RDC
- Motion: Ray Folk                      Seconded: Doug Fought                      Vote: All Ayes

#### Alley behind Town Hall

- Repair the alley behind the Town Hall
  - Quote from Pulver's for \$11,680
  - Utilize Pulver while in town doing current CCMG
- Motion: Doug Fought                      Seconded: Adam Lambright                      Vote: All Ayes

#### Street Cut Saw

- Two Quotes for 14" and 16" and cart to allow employees to do road cuts
  - EJP quote is \$6,133.11
  - County Line Engine quoted at \$3,068
  - Motion to purchase the saw from County Line Engine
- Motion: Steve Schrock                      Seconded: Doug Fought                      Vote: All Ayes

#### Town Marshal

- November and December Activity Reports emailed to council prior to meeting.


#### Other

Doug Fought brought up building a Town Hall/Police Department together. Recommend beginning the build in 2023. Ray Folk agreed with beginning the planning process. Ron Troyer asked about Beechy's property. Adam Lambright recommended tearing down current Town Hall and building a new town hall/PD combo. Town Manger was instructed to look at different options between town and Beechy's property to see which would be more workable.


Adjournment

- 4:58 pm
- Next General Council meeting February 28, 2022, at 4p.m.

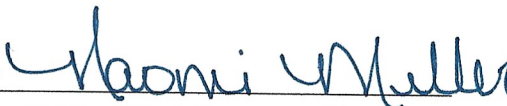
  
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Ron Troyer, Council President

  
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Adam Lambright, Council Vice-President

  
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Ray Folk, Council Member

  
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Steve Schrock, Council Member

  
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Doug Fought, Council Member

ATTEST   
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Naomi Miller, Clerk-Treasurer, IAMC, CMC

