



City of Greencastle
Board of Works
Regular Session
Mikayla Johnson - Clerk Treasurer

March 18, 2026 | 4:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

AGENDA

- I. Call to Order; Roll Call**
- II. GFD Interviews**
- III. Special Requests**
 - A. Sewer Leak Adjustment — Jeremy Black- 700 Highwood Avenue; \$708.56
 - B. Sewer Leak Adjustment — Melinda Ward — 607 E Walnut Street; \$1,059.30 and late fees of \$137.42 and \$42.10
- IV. Emergency Repairs**
- V. Approval of Minutes**
 - A. Approval of Minutes - February 18, 2026
- VI. Approval of Claims**
 - A. Water
 - B. Wastewater
 - C. Stormwater
 - D. Trash
- VII. Department Reports**
 - A. Cemetery - Jason Keeney
 - B. Fire Department - Rob Frank
 - C. Planner - Blaine Rout
 - D. Police Department - Chris Jones
 - E. Department of Public Works - Andrew Rogers
 - F. Wastewater Department - Oscar King Jr.
 - G. Water Department - Rick Denney
 - H. City Attorney - Laurie Robertson Hardwick
 - I. Park & Recreation - Jason Keeney
- VIII. Old Business**
- IX. New Business**
 - A. SLB Pipe Solutions — Toddson Drive; Change Order No. 3
 - B. Morphey Construction- Campus Link Trail, Change Order No. 2

- C. United Consulting — WWTP Improvements
- D. Fishbeck Contract Extension
- E. Seminary Square - Stormwater Waiver

X. Adjournment

House Enrolled Act No. 1509

<u>Officer's Name</u>	<u>Appointing Authority</u>	<u>Term of Appointment</u>
Thom Morris	Mayor	01/01/2025 - 12/31/2025
Trudy Selvia	Mayor	01/01/2025 - 12/31/2025

Persons who require assistance or need information regarding access to the meeting and the availability of special facilities are requested to telephone Laurie Hardwick, ADA Coordinator, at (765) 655-2301 or (765) 653-3100, at least three days in advance of the meeting.



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 0298_001

Usage \$730.38
Avg - 21.82
\$708.56

Greencastle Municipal Sewer Leak Adjustment

Customer Name: Jeremy Black
Customer Address: 700 Highwood
Customer Account Number: 13-000170-09
Amount to be adjusted: \$ 708.56

Once an adjustment has been given, you are not eligible for another adjustment for one (1) full year of Utility Service.

Customer Signature: Joe Black

Please describe leak, and give repair date:

water valve blew apart in upstairs bath. Floor 1
3 floors of house. Home sold 2017 Feb 26

*****Clerk's Office to Complete*****

Leak Adjustment Authorized by: _____
Title: _____
Date: _____

Close Form Print Screen Help

Account Number 13-000170-09 Projected Bill Amount \$1,241.49
 Account Status Disconnect
 Bill Period 1/19/2026 Bill Date 2/18/2026
 Number of Days 32

Service	Rate Code	Previous	Current	Consumption	Projected Bill Amount
	R1 - 5/8 3/4 RES		1.860		
102 - FIRE HYDRANT	102 - 5/8 PUBLIC FIRE PROT				4.73
200 - SEWER	S1 - RESIDENTIAL SEWER				730.38
300 - TRASH	TR - TRASH				18.93
					\$1,241.70

Calculate Projected Bill

Billing Profile	
Services Billed	\$1,241.70
Contracts Billed	\$0.00
Deposits Billed	\$0.00
Deposits Returned	\$0.00
Deposit Adjustments	\$0.00
Energy Assistance	\$0.00
Energy Assistance Returned	\$0.00
Total Bill	\$1,241.70
Arrears	(\$0.21)
Total Projected Bill Amount	\$1,241.49



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 0299_001

$$\begin{array}{r}
 129 + 36 = 165 \\
 2 \times 2 = \quad - 4 \\
 \hline
 161 \\
 \times 6.58 \\
 \hline
 \end{array}$$

Greencastle Municipal Sewer Leak Adjustment

Customer Name: Melinda Ward \$ 1059.30
 Customer Address: 607 E Walnut
 Customer Account Number: 04-000042-01
 Amount to be adjusted: \$ 1059.30 and late fees of \$ 137.42 and \$ 42.10

Once an adjustment has been given, you are not eligible for another adjustment for one (1) full year of Utility Service.

Customer Signature: Melinda Ward

Please describe leak, and give repair date:

Previous tenant left water valves on and bathroom sink flooded. Jan 14, 2026

*****Clerk's Office to Complete*****

Leak Adjustment Authorized by: _____

Title: _____

Date: _____

GREENCASTLE MUNICIPAL UTILITIES
 1 N Locust Street
 PO Box 288
 Greencastle, IN 46135
 (765) 653-2638
 www.cityofgreencastle.com



Account Number	AMOUNT DUE
04-000042-01	\$1,414.64
Due Date	After Due Date Pay
2/10/2026	\$1,552.06
Account Name	
Melinda Ward	
Service Address	
607 E Walnut St	
Amount Enclosed	

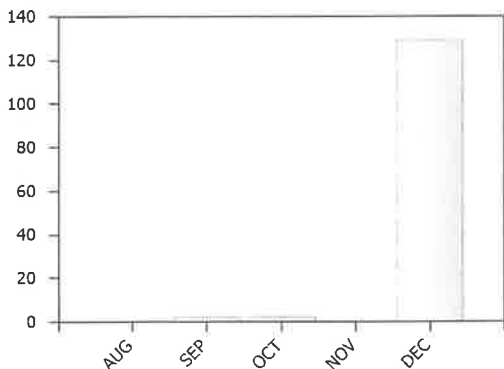


Melinda Ward
 3072 E Us Hwy 40
 Brazil, IN 47834

There will be a charge on all returned checks.
 Please return this portion with your payment.
 When paying in person, please bring both portions of this bill.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name		Service Address			Account Number	
Melinda Ward		607 E Walnut St			04-000042-01	
Status	Billing Period From	Billing Period To	# Days	Bill Date	Penalty Date	Due Date
Active	11/29/2025	1/5/2026	37	1/20/2026	2/10/2026	2/10/2026



CURRENT READING 133
 PREVIOUS READING 4
 USAGE 129

PREVIOUS BALANCE	\$57.35
PAYMENTS	\$62.53-
ADJUSTMENTS	\$0.00
PENALTIES	\$0.00
CREDIT BALANCE	\$5.18-

WATER	\$512.64
TAXES	\$35.88
FIRE HYDRANT	\$4.73
WASTEWATER	\$848.82
TRASH	\$17.75
CURRENT BILL	\$1,419.82
AMOUNT DUE	\$1,414.64
AMOUNT DUE AFTER 02/10/2026	\$1,552.06

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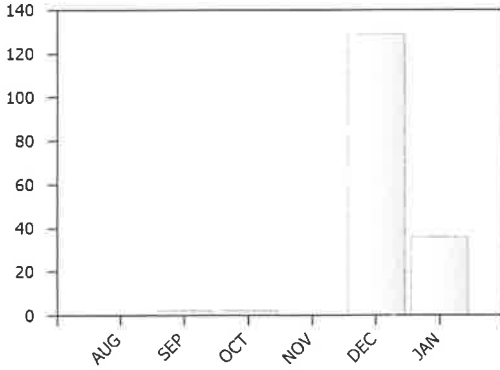
Melinda Ward
 3072 E Us Hwy 40
 Brazil, IN 47834

Account Number	AMOUNT DUE
04-000042-01	\$1,994.82
Due Date	After Due Date Pay
3/10/2026	\$2,037.43
Account Name	
Melinda Ward	
Service Address	
607 E Walnut St	
Amount Enclosed	

There will be a charge on all returned checks.
 Please return this portion with your payment.
 When paying in person, please bring both portions of this bill.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name			Service Address			Account Number
Melinda Ward			607 E Walnut St			04-000042-01
Status	Billing Period From	Billing Period To	# Days	Bill Date	Penalty Date	Due Date
Active	1/5/2026	2/2/2026	28	2/19/2026	3/10/2026	3/10/2026



CURRENT READING 169
 PREVIOUS READING 133
 USAGE 36

PREVIOUS BALANCE	\$1,414.64
PAYMENTS	\$0.00
ADJUSTMENTS	\$0.00
PENALTIES	\$137.42
PAST DUE AMOUNT	\$1,552.06

WATER	\$171.40
TAXES	\$12.00
FIRE HYDRANT	\$4.73
WASTEWATER	\$236.88
TRASH	\$17.75
CURRENT BILL	\$442.76

AMOUNT DUE \$1,994.82

AMOUNT DUE AFTER 03/10/2026 \$2,037.43



City of Greencastle
Board of Works
Regular Session
Mikayla Johnson - Clerk Treasurer

February 18, 2026 | 4:30 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

MINUTES

I. Call to Order; Roll Call

Mayor Dunbar called the meeting to order at 4:30pm. Clerk-Treasurer Johnson called the roll; Thom Morris and Mayor Dunbar were presented, Trudy Selvia was absent.

II. Special Requests

- A. Sewer Leak Adjustment- Jesse Liddle 1125 Avenue D; \$1,480.50
Thom Morris made a motion to approve the sewer leak adjustment as presented, seconded by Mayor Dunbar, 2-0, motion carried.
- B. Sewer Leak Adjustment- Sky Earl 1216 Bloomington St., Lot 80; \$1,309.42
Thom Morris made a motion to approve the sewer leak adjustment as presented, seconded by Mayor Dunbar, 2-0, motion carried.

III. Emergency Repairs

There were no emergency repairs.

IV. Approval of Minutes

- A. Approval of Minutes - January 21, 2026
Mayor Dunbar made a motion to approve the minutes as presented, seconded by Thom Morris, 2-0, motion carried.

V. Approval of Claims

- A. Water
Thom Morris made a motion to approve the water claims as presented, seconded by Mayor Dunbar, 2-0, motion carried.
- B. Wastewater
Thom Morris made a motion to approve the Wastewater claims as presented, seconded by Mayor Dunbar, 2-0, motion carried.
- C. Stormwater
Thom Morris made a motion to approve the stormwater claims as presented, seconded by Mayor Dunbar, 2-0, motion carried.
- D. Trash
Thom Morris made a motion to approve the trash claims as presented, seconded by Mayor Dunbar, 2-0, motion carried.

VI. Department Reports

- A. Cemetery - Jason Keeney
- B. Fire Department - Rob Frank
 - i. Fire Inspections - John Burgess
- C. Planner - Blaine Rout
- D. Police Department - Chris Jones
- E. Department of Public Works - Andrew Rogers
- F. Wastewater Department - Oscar King Jr.
- G. Water Department - Rick Denney
- H. City Attorney - Laurie Robertson Hardwick
- I. Park & Recreation - Jason Keeney

VII. Old Business

There was no old business to discuss.

VIII. New Business

There was no new business to discuss.

IX. Adjournment

Thom Morris made a motion to adjourn at 4:37pm, seconded by Mayor Dunbar, 2-0, motion carried.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk - Treasurer



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 12, 2026

PREPARED BY

Jason Keeney

MONTHLY HIGHLIGHTS

February Statistics:

Burials: 9 total (8f/1c)

Staking Fees: 1 total

Lot Sales: 2 lots sold

ATTACHMENTS

1. 20260306071255
2. 20260306071320
3. 20260306071236

**Forest Hill Cemetery
Direct Payable Voucher Docket
Thursday, March 5, 2026
(For business of February 2026)**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Visa Card Services	February Visa Bill- Jason	\$ 330.68
Total General Operation Expenses		\$ 330.68

Allowance of Account Payable Vouchers

We have examined the Direct Payables of the foregoing Direct Payables Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of **\$330.68** dated March 5, 2026.

SIGNATURES OF THE GOVERNING BOARD


Jeff Flint



Nola Zimmerman



Linda Huber



Judy Miller

**Forest Hill Cemetery
Accounts Payable Voucher Docket
Thursday, March 5, 2026
(For business of February 2026)**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Arab Termite & Pest	Quarterly Control	\$85.00
Burdge Boots	Boots- SM	\$200.00
Butler's LP	Propane for Barn	\$957.99
CarQuest	Grease Gun Coupler, Batteries, Wiper Blades, Motor Oil	\$239.79
Headley Hardware	Ice Melt, Mop Head, PVC and Supplies, Scrapers & Rope	\$182.05
Humphreys'	Primer Bulb Oil Change for Excavator	\$109.92
Keystone Cooperative	Fuel Delivered	\$486.21

Total General Operation Expenses \$2,260.96

Allowance of Account Payable Vouchers

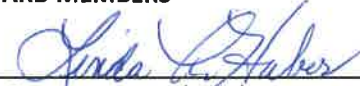
We have examined the Accounts Payable of the foregoing Accounts Payable Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of \$2,260.96 dated March 5, 2026.

SIGNATURES OF THE CEMETERY BOARD MEMBERS

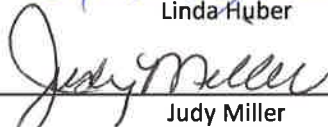
Jeff Flint



Nola Zimmerman



Linda Huber



Judy Miller



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. Council and BOW Report

2026

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	1.006	1.314											1.160
													YEARLY TOTAL

DAYS ABOVE DESIGN FLOW	0	0											0
DAYS OF OVERFLOW AT PLANT	0	0											0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0											0
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0											0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0											0
EMERGENCY REPAIRS MADE	0	0											0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0											0
SEWER LINE CLEANED (FOOTAGE)	450	543											993
LOCATES	246	290											536
TAP PERMITS	1	1											2
SEWER LINES TELEVIEWED (FOOTAGE)	5,014	5,279											10,293

2025

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	1.501	1.449	1.448	3.016	1.768	1.966	1.287	1.086	0.996	0.967	1.023	1.184	1.474
													YEARLY TOTAL

DAYS ABOVE DESIGN FLOW	0	0	0	8	1	6	0	0	0	0	0	0	15
DAYS OF OVERFLOW AT PLANT	0	0	0	0	0	0	0	0	0	0	0	0	0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0	1	0	1	0	0	0	0	0	0	2
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0	0	0	0	0	0	0
EMERGENCY REPAIRS MADE	0	0	0	0	0	0	0	0	0	0	0	0	0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER LINE CLEANED (FOOTAGE)	340	2,039	1,971	1,484	2,788	1,406	1,040	2,131	1,374	1,882	636	370	17,461
LOCATES	135	188	246	344	408	530	685	513	361	283	307	214	4,214
TAP PERMITS	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER LINES TELEVIEWED (FOOTAGE)	0	320	947	2,589	2,388	6,057	2,627	4,132	1,372	2,367	929	4,007	27,735



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 2026_02

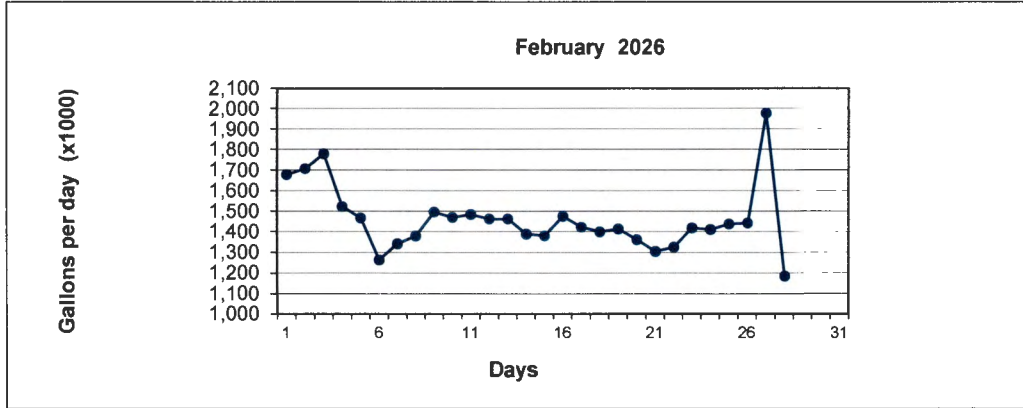
Greencastle Utilities

Monthly Report

February 2026

Gallons

1,458,903	Average daily pumpage	
1,976,453	Peak Day	27
1,185,660	Minimum Day	



Utility Repairs & Statistics	Number	Brief Description
Water main leaks - (4" - 12")	4	712 Castleton Dr (2), 330 Warren Dr., W Columbia St
Small main leaks	1	Kersey Add.
Service line leaks	5	
Other		
Fire hydrant flow tests		
Water main tie-ins		
Installed new fire hydrants		
Work Orders	158	
Meter Change-Outs	22	
IUPPS line locates	291	
Total active accounts	3725	
Disconnects for non-payment	57	

Month	Calendar Month Pumpage	Known Water Usage / Loss	Gallons Sold	Unaccountable Water	Peak Day Gallons	Peak Day	
2026	January	42,522,490	1,458,154	29,720,284	25.0%	1,741,115	24
	February						
	March						
	April						
	May						
	June						
	July						
	August						
	September						
	October						
	November						
	December						
YTD	Totals:	42,522,490	1,458,154	29,720,284			



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None



Department Report

MEETING DATE

March 12, 2026

PREPARED BY

Jason Keeney

MONTHLY HIGHLIGHTS

The programs director collected Valentines and distributed them at the local assisted living facilities around town. Our Bonner Scholars have started preparation for Easter Egg Hunt and continue to stuff plastic eggs. We have started cleaning up winter debris and will continue as the weather allows and we are able to get onto the grass and not tear everything up. There were several evenings that the Pickleball and Tennis courts were able to be used and we are preparing for the upcoming Emerald Palace 2.0 rebuild starting on April 15! We are now completely funded for the renovation, but do still have a large number of pickets available for purchase. I want to express my gratitude and thankfulness for Denise Sigworth, Ashley Crady and Melanie Welker for their assistance with fundraising for this project. I also want to thank Jeff & Denise Sigworth for their extremely kind and generous donation that allowed for the purchase of our new CNC engraving machine, that will make engraving these pickets simple and uniform.

ATTACHMENTS

1. 20260306072541
2. 20260306072603


**Greencastle Parks & Recreation Department
 Direct Payable Voucher Docket
 Wednesday, March 4, 2026
 (For business of February 2025)**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Hendricks Power	Sports Park Power Bill	\$ 893.42
Sto-Cote Products	Ice Rink	\$ 9,617.52
Visa Card Services	February Visa Bill- Jason	\$ 119.99
		Total General Operation Expenses \$ 10,630.93

Allowance of Account Payable Vouchers

We have examined the Direct Payables of the foregoing Direct Payables Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of **\$10,630.93** dated March 4, 2026.

SIGNATURES OF THE GOVERNING BOARD



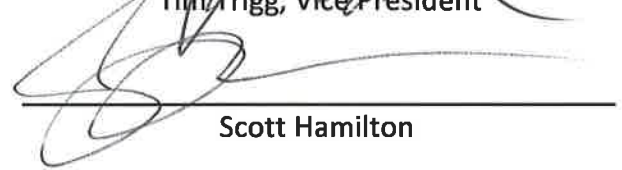
 Cathy Merrell, President



 Tim Trigg, Vice President



 Doug Hutchison



 Scott Hamilton

Greencastle Parks & Recreation Department
Accounts Payable Voucher Docket
Wednesday, February 4, 2026
(For business of January 2026)

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Arab Termite & Pest	Quarterly Service	\$ 75.00
Ashley Crady	Mileage reimbursement for Camps Conference	\$ 30.38
Butlers's LP	Propane Refills for Ice Rink Heater	\$ 56.00
Headley Hardware	PVC Fittings, Pipe Cleaner and Glue	\$ 252.73
S5 Security	Security Monitoring	\$ 29.95
Grizzly Products	CNC Engraver*	\$ 7,344.00
		\$ 7,788.06

[*Thank you to a generous donors who funded this purchase for EP 2.0!](#)

Total General Operation Expenses \$ 7,788.06

Allowance of Account Payable Vouchers

We have examined the Accounts Payable of the foregoing Accounts Payable Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of **\$7,788.06** dated March 4, 2026.

SIGNATURES OF THE GOVERNING BOARD



 Cathy Merrell, President



 Tim Trigg, Vice President



 Doug Hutchison



 Scott Hamilton



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 0302_001

Date of Issuance: 2/18/2026
 Owner: City of Greencastle, Indiana
 Contractor: SLB Pipe Solutions
 Engineer: Curry & Associates, Inc.
 Project: Toddson Drive Sanitary Sewer Project

Effective Date:
 Owner's Contract No.:
 Contractor's Project No.:
 Engineer's Project No.:
 Contract Name:

The Contract is modified as follows upon execution of this Change Order: Reduce final contract amount based on final value of completed work (**DEDUCT \$29,724.32**).

Attachments: See attached for final breakdown of each pay item relative to previous contract values.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ 1,636,398.00	Original Contract Times: Substantial Completion: Ready for Final Payment:
INCREASE or DECREASE from previously approved Change Orders No. 0 to No. 2: \$79,948.00	[Increase] [Decrease] from previously approved Change Orders No. to No. : Substantial Completion: N/A Ready for Final Payment: N/A
Contract Price prior to this Change Order: \$ 1,716,346.00	Contract Times prior to this Change Order: Substantial Completion: Ready for Final Payment:
Decrease of this Change Order: \$ 29,724.32	[Increase] [Decrease] of this Change Order: Substantial Completion Ready for Final Payment:
Contract Price incorporating this Change Order: \$ 1,686,621.68	Contract Times with all approved Change Orders: Substantial Completion: Ready for Final Payment:

RECOMMENDED:
 By: Joni A. Young
 Title: Project Engineer

ACCEPTED:
 By: _____
 Title: Owner (Authorized Signature)

ACCEPTED:
 By: John Thomas
 Title: Contractor (Authorized Signature)

Date: February 18, 2026

2/20/26

Approved by Funding Agency (if applicable)
 By: _____ Date: _____
 Title: _____

CITY OF GREENCASTLE, INDIANA
TODDSON DRIVE SANITARY SEWERS
FINAL QUANTITIES

CITY OF GREENCASTLE, INDIANA
TODDSON DRIVE SANITARY SEWERS
CONTRACT VALUES - BASE

Item #	Description	Units	Quantity	Contract Amounts			Work Completed			Final Delta (+/- \$)
				Unit Cost	Total Cost	Quantity	Value of Work Completed	Quantity	Value of Work Completed	
1A	8" SDR 35 PVC Sanitary Sewer, DEPTH < 6'	L.F.	281	\$ 59.00	\$ 16,579.00	281	\$ 16,579.00	281	\$ 16,579.00	\$ -
1B	8" SDR 35 PVC Sanitary Sewer, DEPTH 6' - 8'	L.F.	2427	\$ 75.00	\$ 182,025.00	2,427	\$ 182,025.00	2,427	\$ 182,025.00	\$ -
1C	8" SDR 35 PVC Sanitary Sewer, DEPTH 8' - 10.5'	L.F.	622	\$ 77.00	\$ 47,894.00	622	\$ 47,894.00	622	\$ 47,894.00	\$ -
2A	6" PVC SANITARY SEWER LATERALS, SDR 35 PVC PIPE	EACH	2223	\$ 65.00	\$ 144,495.00	2,432	\$ 158,080.00	2,432	\$ 158,080.00	\$ (13,585.00)
2B	6" PVC SANITARY SEWER LATERALS, SDR 21 PVC PIPE	EACH	210	\$ 64.00	\$ 13,440.00	210	\$ 13,440.00	210	\$ 13,440.00	\$ -
3	CAP SEWER PIPE TO SEPTIC TANK	EACH	18	\$ 18.00	\$ 324.00	20	\$ 360.00	20	\$ 360.00	\$ (18.00)
4	CONNECT EXISTING BUILDING SEWER TO NEW LATERAL	EACH	18	\$ 110.00	\$ 2,090.00	20	\$ 2,200.00	20	\$ 2,200.00	\$ (110.00)
5	8" X 8" PVC LATERAL TEE-WYE FITTING	EACH	20	\$ 118.00	\$ 2,360.00	21	\$ 2,478.00	21	\$ 2,478.00	\$ (118.00)
6A	4'-10" DIA. CONCRETE MANHOLES, < 7' DEEP	EACH	9	\$ 7,800.00	\$ 70,200.00	9	\$ 70,200.00	9	\$ 70,200.00	\$ -
6B	4'-10" DIA. CONCRETE MANHOLES, 7'-10' DEEP	EACH	8	\$ 7,800.00	\$ 62,400.00	8	\$ 62,400.00	8	\$ 62,400.00	\$ -
6C	4'-10" DIA. CONCRETE MANHOLES, > 10' DEEP	EACH	1	\$ 7,800.00	\$ 7,800.00	1	\$ 7,800.00	1	\$ 7,800.00	\$ -
7	COMPACTED GRANULAR BACKFILL	C.Y.	4921	\$ 50.50	\$ 248,510.50	4,921	\$ 248,510.50	4,921	\$ 248,510.50	\$ -
8A	ASPHALT PAVEMENT REPAIR, TRENCH REPAIR - ALBIN POND ROAD	L.F.	1708	\$ 44.00	\$ 75,152.00	-	\$ -	-	\$ -	\$ 75,152.00
8B	ASPHALT PAVEMENT REPAIR, TRENCH REPAIR, TODDSON DRIVE	L.F.	1489	\$ 44.00	\$ 65,516.00	1,489	\$ 65,516.00	1,489	\$ 65,516.00	\$ -
8C	ASPHALT PAVEMENT REPAIR, TRENCH REPAIR, J-MAR DRIVE	L.F.	95	\$ 47.00	\$ 4,465.00	95	\$ 4,465.00	95	\$ 4,465.00	\$ -
9	ROADWAY MILLING, 1.5" (TODDSON AND ALBIN POND)	S.Y.	6150	\$ 3.00	\$ 18,450.00	6,150	\$ 18,450.00	6,150	\$ 18,450.00	\$ -
10	0.5' WEDGE/LEVELING HMA SURFACE (55 POUNDS/S.Y.)	TONS	200	\$ 231.00	\$ 46,200.00	262	\$ 60,576.13	262	\$ 60,576.13	\$ (14,375.13)
11A	1.5" HMA SURFACE OVERLAY, TODDSON DRIVE (166 POUNDS/S.Y.)	TONS	530	\$ 144.00	\$ 76,320.00	280	\$ 40,389.12	280	\$ 40,389.12	\$ 35,930.88
11B	2" HMA SURFACE OVERLAY, J-MAR DRIVE (220 POUNDS/S.Y.)	TONS	190	\$ 144.00	\$ 27,360.00	180	\$ 25,992.00	180	\$ 25,992.00	\$ 1,368.00
11C	3" HMA BASE, J-MAR DRIVE, LIFT STATION	TONS	20	\$ 305.00	\$ 6,100.00	20	\$ 6,100.00	20	\$ 6,100.00	\$ -
12A	DRIVEWAY REPAIR, ASPHALT, UNDISTRIBUTED	S.Y.	27	\$ 128.00	\$ 3,456.00	26	\$ 3,441.77	26	\$ 3,441.77	\$ -14.23
12B	DRIVEWAY REPAIR, CONCRETE, UNDISTRIBUTED	S.Y.	30	\$ 171.00	\$ 5,130.00	79	\$ 13,509.00	79	\$ 13,509.00	\$ (8,379.00)
13	EROSION CONTROL & LANDSCAPE RESTORATION	S.Y.	30	\$ 10.00	\$ 300.00	-	\$ -	-	\$ -	\$ 300.00
14	ROUTE PREPARATION AND CLEARINGS	LUMP SUM	1	\$ 23,200.00	\$ 23,200.00	1	\$ 23,200.00	1	\$ 23,200.00	\$ -
15	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 23,000.00	\$ 23,000.00	1	\$ 23,000.00	1	\$ 23,000.00	\$ -
15	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 81,500.00	\$ 81,500.00	1	\$ 81,500.00	1	\$ 81,500.00	\$ -
16	TRAFFIC CONTROL	LUMP SUM	1	\$ 21,550.00	\$ 21,550.00	1	\$ 21,550.00	1	\$ 21,550.00	\$ -
17	UNDERCUT AND REMOVAL OF UNSUITABLE SOILS, UNDISTRIBUTED	C.Y.	100	\$ 79.00	\$ 7,900.00	74	\$ 5,846.00	74	\$ 5,846.00	\$ 2,054.00
18A	CONSTRUCTION OF NEW J MAR LIFT STATION, COMPLETE	LUMP SUM	1	\$ 108,000.00	\$ 108,000.00	1	\$ 108,000.00	1	\$ 108,000.00	\$ -
18B	ELECTRICAL FOR LIFT STATION, COMPLETE, WITH MANUAL MONITORING, COMPLETE	LUMP SUM	1	\$ 99,000.00	\$ 99,000.00	1	\$ 99,000.00	1	\$ 99,000.00	\$ -
18C	SITE IMPROVEMENTS, INCLUDING CONCRETE PAD, FENCE & GATE, DRIVE SEEDING, MULCHING & FERTILIZING COMPLETE	LUMP SUM	1	\$ 14,700.00	\$ 14,700.00	1	\$ 14,700.00	1	\$ 14,700.00	\$ -
19	AIR RELEASE VALVE, COMPLETE	LUMP SUM	1	\$ 7,400.00	\$ 7,400.00	1	\$ 7,400.00	1	\$ 7,400.00	\$ -
20	1 1/2" DIA. I.P.S. HDPE DRY FORCE MAIN WITH LOCATION WIRE	L.F.	435	\$ 21.50	\$ 9,352.50	435	\$ 9,352.50	435	\$ 9,352.50	\$ -
21	MANHOLE PROTECTIVE COATING	VERT. FT	20	\$ 550.00	\$ 11,000.00	20	\$ 11,000.00	20	\$ 11,000.00	\$ -
22A	MANHOLE CONNECTION - GRAVITY SEWER TO MANHOLE ON ALBIN POND ROAD	EACH	1	\$ 7,380.00	\$ 7,380.00	1	\$ 7,380.00	1	\$ 7,380.00	\$ -
22B	MANHOLE CONNECTION - FORCE MAIN TO MANHOLE ON TODDSON DRIVE	EACH	1	\$ 2,900.00	\$ 2,900.00	1	\$ 2,900.00	1	\$ 2,900.00	\$ -
23	SEPTIC TANK CLEANOUT AND CLOSURE	EACH	19	\$ 1,580.00	\$ 30,020.00	20	\$ 31,600.00	20	\$ 31,600.00	\$ (1,580.00)
24	FIELD TILE REPAIR	EACH	4	\$ 5,185.00	\$ 20,740.00	4	\$ 20,740.00	4	\$ 20,740.00	\$ -
25	WATER SERVICE LINE REPAIR (CONFLICT WITH NEW SEWER)	EACH	4	\$ 2,075.00	\$ 8,300.00	4	\$ 8,300.00	4	\$ 8,300.00	\$ -
TOTAL BASE BID AMOUNT							\$ 1,602,527.00	\$ 1,510,646.02	\$ 91,880.98	

CITY OF GREENCASTLE, INDIANA
TODDSON DRIVE SANITARY SEWERS
FINAL QUANTITIES

ALTERNATE NO. 1 - EXTENSION OF SEWER ON J MAR

Item #	Description	Units	Contract Amounts		Total Cost	Work Completed		Final Delta (+/-)
			Unit Cost	Quantity		Value of Work Completed	Quantity	
1A	8" SDR 35 PVC Sanitary Sewer, DEPTH < 6'	L.F.	\$ 48.00	135	\$ 6,480.00	135	6,480.00	\$ -
6A	4'-0" DIA. CONCRETE MANHOLES, < 7' DEEP	EACH	\$ 7,800.00	1	\$ 7,800.00	1	7,800.00	\$ -
7	COMPACTED GRANULAR BACKFILL	C.Y.	\$ 69.00	35	\$ 2,415.00	35	2,415.00	\$ -
8C	ASPHALT PAVEMENT REPAIR, TRENCH REPAIR, J-MAR DRIVE	L.F.	\$ 48.00	35	\$ 1,680.00	35	1,680.00	\$ -
TOTAL ALTERNATE BID NO. 1 AMOUNT			\$		\$ 18,375.00		\$ 18,375.00	\$ -

ALTERNATE NO. 2 - SDR 26 PVC PIPE UPGRADE (ADDITIONAL COST PER UNIT FOR SDR 26 PVC)

Item #	Description	Units	Contract Amounts		Total Cost	Work Completed		Final Delta (+/-)
			Unit Cost	Quantity		Value of Work Completed	Quantity	
1	8" SDR 26 PVC SANITARY SEWER IN LIEU OF 8" SDR 35 PVC PIPE	L.F.	\$ 3.00	3330	\$ 9,990.00	3330	9,990.00	\$ -
2A	8" SDR 26 PVC SANITARY SEWER LATERAL IN LIEU OF 6" SDR 36 PVC P	L.F.	\$ 2.00	2223	\$ 4,446.00	2,432	4,864.00	\$ (418.00)
5	8" X 8" HEAVY WALL SDR 26 TEE WYES IN LIEU OF STANDARD TEE-WYE	EACH	\$ 53.00	20	\$ 1,060.00	21	1,113.00	\$ (53.00)
TOTAL ALTERNATE BID NO. 2 AMOUNT			\$		\$ 15,496.00		\$ 15,967.00	\$ (471.00)

Grand Total, Original Contract \$ 1,636,398.00

CHANGE ORDER NO. 1 - MILL AND OVERLAY ENTIRE WIDTH OF ALBIN POND ROAD IN PROJECT AREA	Description	Units	Unit Cost	Total Value	Work Completed		Final Delta (+/-)
					Quantity	Value of Work Completed	
8A	ASPHALT PAVEMENT REPAIR, TRENCH REPAIR - ALBIN POND ROAD	L.F.	\$ 44.00	\$ (75,152.00)	0	\$ -	\$ (75,152.00)
8A Add	CONCRETE BASE TRENCH REPAIR - ALBIN POND ROAD	L.S.	\$ 46,000.00	\$ -	1	\$ 46,000.00	\$ -
9	ROADWAY MILLING, 1.5" (TODDSON AND ALBIN POND)	S.Y.	\$ 3.00	\$ 6,900.00	3377.78	\$ 10,133.34	\$ (3,233.34)
11A	1.5" HMA SURFACE OVERLAY, TODDSON DRIVE (165 POUNDS/S.Y.)	Tons	\$ 144.00	\$ 43,200.00	184.03	\$ 26,500.32	\$ 16,699.68
TOTAL CHANGE ORDER #1 AMOUNT FOR MILL AND OVERLAY OF ALBIN POND, FULL WIDTH IN PROJECT				\$ 20,948.00			
Gravity Lateral Connections				\$ 16,500.00	3	\$ 16,500.00	\$ -
Pressure Sewer/FM Connections				\$ 4,500.00	5	\$ 22,500.00	\$ -
Change Order No. 1 Total				\$ 59,948.00		\$ 121,633.66	\$ (61,685.66)

CHANGE ORDER NO. 2 - COVALEN GRINDER STATION AT 1124 ALBIN POND ROAD	Description	Units	Unit Cost	Total Value	Work Completed		Final Delta (+/-)
					Quantity	Value of Work Completed	
	COVALEN GRINDER STATION	1 EACH	\$ 20,000.00	\$ 20,000.00	1	\$ 20,000.00	\$ -
Change Order No. 2 Total				\$ 20,000.00		\$ 20,000.00	\$ -

FINAL CONTRACT VALUE WITH CHANGE ORDERS 1-2				Total Value	Value of Work Completed	Final Delta (+/-)
CONTRACT VALUE WITH CHANGE ORDERS 1-2				\$ 1,716,346.00	\$ 1,686,621.68	\$ 29,724.32
FINAL VALUE FOR WORK COMPLETED					\$	
FINAL QUANTITY ADJUSTMENT VALUE				\$	\$ 29,724.32	\$



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 0303_001



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 0304_001

TASK ORDER NO. 4

A. Services by UNITED:

The assignment includes engineering services related to **ON-CALL ENGINEERING** and design, bidding and construction administration services for the following:

Division 1: WWTP Demolition - The demolition of existing buildings and structures at the former Greencastle Wastewater Treatment Plant and site regrading.

Division 2: WWTP Service Building Addition - Site improvements and building addition at the current Greencastle Wastewater Treatment Plant site.

The scope of services shall include the following items:

1. DESIGN SERVICES

- a. Division 1 – WWTP Demolition
 - i. Coordination for site inspection for presence of hazardous materials including asbestos.
 - ii. Coordination with IDEM for notification and submittal of Demolition and Renovation Operations permit.
 - iii. Development of demolition plans and specifications including:
 - a. Building and structure demolition plans
 - b. Final site grading plans
 - c. Soil erosion control plans, as necessary
 - d. Salvage requirements, as necessary
 - e. Asbestos removal and disposal requirements, as necessary
 - f. Demolition debris disposal requirements
 - iv. Coordination with CLIENT personnel.
 - v. Prepare bid documents.

TASK ORDER NO. 4

- b. Division 2 – WWTP Service Building Addition
 - i. Meet with CLIENT to establish building function, design details, and material preferences.
 - ii. Design and layout of site improvements including site grading, concrete drive approach, potable water supply, and sanitary lateral.
 - iii. Prepare building floorplan drawing and general building elevation drawings.
 - iv. Prepare building material specification and builder experience requirements.
 - v. Coordination with CLIENT personnel
 - vi. Prepare bid documents.

- 2. BID PHASE SERVICES – Division 1 & Division 2 to be bid separately, but concurrently. Services below shall be provided for both projects.
 - a. Provide the CLIENT with final bidding documents (up to 2 sets of documents anticipated).
 - b. Coordinate plan room set up, project advertisement, and bidding document distribution.
 - c. Assist with bidder solicitation.
 - d. Respond to contractor, supplier, and vendor questions and issue clarification and formal Addenda as necessary.
 - e. Attend and conduct a Pre-Bid Meeting. Agenda and minutes of the meeting will be prepared and distributed to all attendees and plan holders.
 - f. Provide review of the bids as submitted and prepare a certified bid tabulation.

TASK ORDER NO. 4

- g. Provide verification of the apparent low-bidder's understanding of the project scope, schedule, and previous experience.
 - h. Formal recommendation of a bid award for CLIENT consideration.
 - i. Assemble the contract documents utilizing the bidding documents and post-bid documents from the successful bidding contractor.

- 3. CONSTRUCTION PHASE SERVICES – Division 1 & Division 2 Projects to be administered as separate construction contracts with independent project construction schedules. Meetings on site will be planned on the same day at different times. Services below shall be provided for each project.
 - a. Attend and conduct a pre-construction meeting. Agenda and minutes of the meeting will be prepared and distributed to all attendees.
 - b. Review contractor shop drawings for materials and equipment required for the project to ensure compliance with the project specifications and intent (a total of 5 shop drawing submittals and resubmittals are anticipated).
 - c. Assist in resolution of questions and construction conflicts.
 - d. Conduct a monthly construction progress meeting and site visit to observe general construction progress (up to 5 meetings anticipated). Agenda and minutes of the meeting will be prepared and distributed to all attendees.
 - e. Review monthly contractor pay applications and make recommendations to the CLIENT (up to 6 pay applications anticipated)
 - f. Review contractor change order claims and make recommendations to the CLIENT.
 - g. Assist with the substantial completion inspection. Assemble punch list items and necessary documentation for completion of the construction contract.

TASK ORDER NO. 4

- h. Prepare PDF record drawings based upon the red-line markups provided by the contractor. Provide CLIENT with digital (PDF file) and hard copies of the final record drawings (up to 2 sets of documents anticipated).

B. Services by CLIENT:

The CLIENT shall furnish UNITED with the following:

1. Existing CLIENT system plans as available.
2. Access to the project sites.
3. Direction for building addition options & material selection.
4. Local submittals and approvals as necessary
5. Project funding
6. Pump out existing WWTP basement and structures for hazardous materials inspections and demolition.
7. Indiana Department of Homeland Security – Construction Design Release (CDR) and County Building Permit. Construction Contract Documents will require CLIENT’s General Contractor to provide building design documents and professional certifications (including structural, electrical, mechanical, plumbing) required for permit applications. Construction Contract Documents will require CLIENT’s General Contractor to secure all building permits.
8. Assistance with permit applications as needed – including providing fees, Certificates of Insurance, legal review and signatures as necessary.

TASK ORDER NO. 4

C. Schedule:

All work by UNITED under this Task Order shall be completed and delivered to the CLIENT for review and approval within the following time periods, subject to Services by CLIENT.

Item No.	Activity	Completion Schedule
1	Field Services (Hazardous Substance Identification)	30 Days from Signed Agreement
2	Building Layout and Material Options	60 Days from Signed Agreement
3	Final Bid Documents	30 Days following Client Approval of Building Layout and Materials
4	Construction Bid Receipts	As Scheduled with Client

D. Compensation:

1. Amount of Payment

- a. UNITED shall receive as payment for the work performed under this Agreement the total fee not to exceed \$161,700 unless a modification of the Agreement is approved in writing by the CLIENT.
- b. For those services performed by UNITED, UNITED shall be paid on the basis of actual hours of work performed by essential personnel working exclusively on this Agreement at the billing rate as set forth in the "Billing Rates by Classification" document as set forth in Task Order No. 1.
 - i. Design Services \$107,500.00
 - ii. Bid Phase Services \$ 19,800.00
 - iii. Construction Phase Services \$ 34,400.00



TASK ORDER NO. 4

AGREED TO:

UNITED
UNITED CONSULTING

CLIENT
City of Greencastle

BY: Michael Rowe
Michael A. Rowe, PE, President

BY: _____
Lynda R. Dunbar, Mayor

BY: Paul D. Glotzbach
Paul D. Glotzbach, PE, Vice President

BY: _____
Trudy Selvia, Member

BY: _____
Thom Morris, Member

Date: 2/23/2026

Date: _____



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 0305_001

CONTRACT FOR SERVICES

The City of Greencastle ("City"), a body politic and corporate separate from the State, hereby agrees to purchase from Fishbeck, ("Consultant") and Consultant agrees to furnish to the City engineering services as follows:

1. **ENGINEERING SERVICES.** The City retains Fishbeck to provide engineering services for the City of Greencastle. Jeffrey Mahan, of Fishbeck, shall act as City Engineer for the City of Greencastle, pursuant to I.C. 36-4-9-8. Services shall be provided as set forth herein. The Engineer shall serve under the direction of the Mayor, and as such, shall do the following:
 - A. Perform site inspections for plan compliance, construction plan review for development, oversee activities involving street and project design, drainage structure, storm water management, traffic engineering and other municipal engineering functions.
 - B. Provide engineering assistance and consultation to the Mayor, the City Departments, the Board of Public Works and Safety, the Cemetery Board, the Board of Parks and Recreation, Tree Board, and other City entities.
 - C. Serve as member of the Technical Review Committee and review all plans submitted to the City prior to Technical Review meetings;
 - D. Design routine projects for the city as needed, including, but not limited to the annual street resurfacing project, the annual sidewalk project, localized drainage improvements and parking lot repairs.
 - E. Serve as member of the Plan Commission;
 - F. Act as City liaison and resource, as needed, for/with Engineers, vendors, regulatory agencies, departments, and the general public;
 - G. Attend meetings for the following Boards: City Council; Board of Public Works and Safety; Cemetery Board; Board of Parks and Recreation; CACFID; Tree Board; and such other meetings as requested by the Mayor.
 - H. The Engineer will perform most of its functions from its business office located at 1285 South Jackson St., Suite B, Greencastle and shall be available during regular business hours to meet with staff and the public unless it notifies City of brief interruptions in availability
 - I. Separate Projects. City may contract with Consultant for specific engineering projects outside of the scope of normal scope of services listed above and with a defined scope of services and design fees, by separate agreement.
 - J. Conflict of Interest. The Engineer agrees that none of the employees of Fishbeck shall represent an interest which is in conflict to the interest of the City of Greencastle during the term of this Agreement without prior consent of the City, said consent not to be unreasonably withheld.

Upon approval of the Mayor, the above duties may be delegated to other personnel at Fishbeck. Engineering services described herein are non-exclusive and the City reserves the right to hire other engineers and/or engineering firms to perform engineering services for the City.

2. **COMPENSATION.** The Engineer shall receive from the City, compensation at the following rates:
 - a. Engineer.

City Engineer:	\$195.00 per hour
Senior Engineer (PE):	\$150.00 per hour
Staff Engineer:	\$130.00 per hour
 - b. Senior Technician: \$130.00 per hour
 - c. Technician: \$100.00 per hour
 - d. Administrative: \$ 75.00 per hour

The total remuneration for services under this section shall not exceed \$125,000.00, unless otherwise agreed to by the parties in writing. The amount of hours worked may vary week to week depending on the workload and assignments given to the Engineer by the City. Engineer shall submit a monthly invoice for hours worked. Payment shall be made within thirty days of receipt of invoice.

3. **ADDITIONAL SERVICES.** The City shall pay Consultant for specialized services, outside of the scope listed above, and which are not included in a separate contract under subsection 1. I., above, at its standard rates described in Attachment A, which is attached hereto and made a part hereof.
4. **REIMBURSABLE EXPENSES.** Upon approval of the Mayor, the Engineer shall be reimbursed all actual costs for printing, copying, postage, travel, memberships, training and other actual expenses, if directly related to providing the services herein and not as a normal course of the business of Fishbeck. There will be no reimbursement for travel to and from Engineer's offices to the City of Greencastle. Travel expenses will only be reimbursable for travel outside of Putnam County. Reimbursable expenses for mileage and reproduction of documents shall be as set out in Attachment A.
5. **CONTRACT TERM.** This contract shall be in effect from March 1, 2026 through February 28, 2027. This contract may be renewed upon mutual written agreement of the parties.
6. **ACKNOWLEDGMENT, ACCEPTANCE.** By its signature on this contract, Consultant expressly warrants that it is an individual who or entity which is qualified and in good standing to do business in the State of Indiana and that it has filed and will during the term of this contract file all appropriate tax returns and papers required by state and federal law. Consultant acknowledges that this is a non-exclusive contract and that the City may contract with third parties for the same or similar services as those covered by this contract.
7. **CERTIFICATIONS, GUARANTEES AND WARRANTIES.** The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the Consultant's profession, practicing under similar circumstances at the same time in the same locality. The Consultant makes no warranties, express or implied under this Agreement or otherwise, in connection with Consultant's services herein.

The Consultant shall not guarantee the work of any Contractor or Subcontractor, shall have no authority to stop work, shall have no supervision or control as to the work or persons doing the work, shall not have charge of the work and shall not be responsible for safety in, on or about any job sites.

8. FORCE MAJEURE. Any delay or failure of either party to perform its obligations hereunder shall be excused if such is caused by an event or occurrence beyond the reasonable control of the party and without its fault or negligence, such as, by way of example and not by way of limitation, acts of God, actions by any governmental authority, fires, floods, windstorms, explosions, riots, natural disasters, wars, sabotage, labor problems (including lockouts, strikes and slowdowns), inability to obtain power, material, labor, equipment or transportation or court injunction or contract. Written notice of such delay (including the anticipated duration of the delay) shall be immediately given by the affected party to the other party. Upon receipt of such notice, all obligations under this contract shall be immediately suspended. If the period of nonperformance exceeds ten (10) working days after notice has been received, the party whose ability to perform has not been affected may terminate this contract.

9. INSOLVENCY. The City may immediately terminate this contract without liability to Consultant and without prejudice to any right or cause of action the City may have against Consultant in the event of the happening of any of the following events or any other comparable event: (a) insolvency of Consultant; (b) filing of a voluntary petition in bankruptcy by Consultant; (c) filing of any involuntary petition in bankruptcy against Consultant; (d) appointment of a receiver or trustee for Consultant; or (e) execution of an assignment for the benefit of creditors by Consultant, provided that such petition, appointment or assignment is not vacated or nullified within fifteen (15) days of such occurrence.

10. TERMINATION FOR DEFAULT. Either party may terminate all or any part of this contract without liability if Consultant: (a) repudiates or breaches any of the terms of this contract, including Consultant's warranties; (b) fails to perform services or deliver goods as specified; or (c) fails to make progress or provide approvals or acceptances so as to endanger timely and proper completion of services or delivery of goods and does not correct any such failure or breach within ten (10) working days after receipt of written notice from the other party specifying such failure or breach.

11. TERMINATION. The City shall have the right to terminate this agreement in whole or in part for its convenience upon written notice to Consultant at any time during the course of performance. Upon receipt of any termination notice, the Consultant shall immediately discontinue the work on the date and to the extent specified in the notice. The Consultant shall be paid the actual costs incurred during the performance hereunder to the time specified in said notice not previously reimbursed by the City to the extent such costs are actual, necessary, reasonable and verifiable costs and have been incurred by the Consultant prior to and in connection with discontinuing the work hereunder. In no event shall such costs include unabsorbed overhead or anticipatory profit.

12. LIMITATION OF LIABILITY. There shall be no liability on the part of the City except to the extent of available funds provided by statute and funds permitted to be paid from the City operational proceeds.

13. REMEDIES FOR DEFAULT. When the City determines that Consultant is in default and has failed to perform any contract provisions herein, the City may, notwithstanding any other provisions in this contract to the contrary, terminate the whole or any part of this contract after

notice and this contract will be terminated effective on the date specified in the notice unless the default has been cured as specified in Paragraph 8. If this contract is terminated in part, Consultant shall continue performance of the part of the contract not terminated and will be compensated for performance pursuant to the rates set forth herein. In the event of a termination of all or part of this contract, the City may, in its sole discretion, obtain the goods and services which were to be provided by Consultant under the terminated part of the contract upon such terms and in such manner as it deems appropriate. Each party shall be responsible for all costs incurred as a result of the other party's breach, including reasonable attorney's fees.

If there is a dispute between the parties regarding Consultant's performance of services described herein, the City has the right to withhold payment from Consultant pending dispute resolution, for those services which are in dispute.

14. TECHNICAL INFORMATION DISCLOSURE. Consultant agrees not to assert any claim (other than a claim for patent infringement) with respect to any technical information which Consultant shall have disclosed or may hereafter disclose to the City in connection with the goods or services covered by this contract. Consultant also agrees to maintain the confidentiality of all confidential or sensitive data and information provided to Consultant by the City and agrees that Consultant will not use any such data or information for any purposes other than its performance under this contract.

15. NON-DISCLOSURE PROPRIETARY INFORMATION. Consultant shall not disclose to any third party any information concerning the City or the work provided under this agreement without the prior written consent of the City. Consultant shall consider all information provided by the City and all drawings, reports, studies, systems, designed calculations, plans, specifications and other documents resulting from Consultant's performance of the work to be proprietary. Consultant shall not publish or disclose proprietary information for any purpose other than performance of the work without the prior written consent of the City.

At the City's request, Consultant will return to the City all drawings and written materials furnished to Consultant by the City.

16. INDEMNIFICATION. If Consultant performs any work on City premises or utilizes the property of City, whether on or off City premises, Consultant shall indemnify and hold City harmless from and against any liability, claims, demands or expenses (including reasonable attorney fees) for damages to the property of or injuries (including death) to City, its employees or any other person arising from or in connection with Consultant's performance of work or use of City property, except for such liability, claim or demand arising out of the sole negligence of City. Consultant further agrees to indemnify, defend and hold harmless the City, its agents, directors and employees from all claims and suits of whatever type, including court costs, attorney fees and other expenses, caused by any act or omission of the Consultant, its agents, officers, employees and subcontractors arising out of this Contract.

The City shall indemnify and hold the Consultant harmless from and against any liability, claims, demands or expenses (including reasonable attorney fees) for damages to the property of or injuries (including death) to the Consultant, its employees or any other person arising from or in connection with this Contract, except for such liability, claim or demand arising out of the sole negligence of the Consultant. The City further agrees to indemnify, defend and hold harmless the Consultant, its agents, directors and employees from all claims and suits of whatever type, including court costs, attorney fees and other expenses, caused by any act or omission of the City, its agents, officers, employees and subcontractors arising out of this Contract.

17. RELATIONSHIP OF PARTIES. Each party hereto, in the performance of this Contract, will be acting in an individual capacity and not as an agent, an employee, a partner, a joint venturer or an associate of the other. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever. Neither party has the authority to assume or to create any obligation on behalf of or in the name of the other nor will either assume any liability for injury (including death) to any person(s) or any damages to any property arising out of the acts or omissions of the agents, employees or subcontractors of the other party. Consultant shall be responsible for providing all necessary unemployment and workers compensation insurance for its employees.

18. GOVERNMENT COMPLIANCE. Consultant agrees to comply with federal, state and local laws, rules, regulations, ordinances and executive and judicial orders which may be applicable to Consultant's performance of its obligations under this contract. All provisions required by the foregoing to be included herein are hereby incorporated by reference. Consultant agrees to indemnify and hold harmless the City from any loss damage or liability resulting from a violation by Consultant of such laws, rules, regulations, ordinances or orders. The enactment of any state or federal statute or the promulgation of regulations thereunder regarding matters in or relating to the subject of this contract after execution of this contract shall be reviewed by the City and Consultant to determine and take such action as may be necessary.

19. PERSONNEL. Consultant shall at all times employ sufficient labor for performing work to full completion in the manner and time prescribed by this agreement. Any person employed by Consultant shall, at the written request of the City, be removed forthwith by Consultant from work relating to this agreement provided that such removal is based on a documented problem for which a cure was not effected within a reasonable amount of time. If the person is not removed or if replacement personnel are deemed unsuitable for proper completion of the work, the work may be suspended by written notice until the requirements have been met or the contract may be terminated consistent with the provisions contained herein.

20. NONDISCRIMINATION. Consultant agrees to comply with all federal and state civil rights laws and further agrees that Consultant and its subcontractors, if any, shall not discriminate against any employee or applicant for employment with respect to hiring, dismissal, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment because of race, color, religion, sex/gender (pregnancy, gender identity, and sexual orientation), disability, national origin or ancestry, age, genetic information, military service veteran status, or any other characteristic protected by federal and state laws. Breach of this covenant may be regarded as a material breach of this contract.

21. NO IMPLIED WAIVER. The failure of either party at any time to require performance by the other party of any provision of this contract shall in no way affect the right to require such performance at any time thereafter nor shall the waiver of either party of a breach of any provision of this contract constitute a waiver of any succeeding breach of the same or any other provision.

22. NON-ASSIGNMENT. Consultant may not sell, assign or pledge its rights and obligations under this contract or take any other action which may tend to encumber the direct contractual relationship between the City and the Consultant without the express prior written consent of the City, which the City may grant or withhold at its sole discretion. Any such consent granted by the City may be subject to any or all conditions as the City may require.

23. PRICE TERMS. All of the prices, terms and warranties granted by Consultant herein are at least comparable to or better than those offered by Consultant to other customers purchasing similar services under the same material terms and conditions. Consultant agrees that it will pass on to the City any discounts, savings for prompt payments or rebates for quantity purchasing it receives.

24. NON-COLLUSION. Consultant hereby warrants that neither Consultant nor any member, employee, agent, representative, officer, director or partner of Consultant has directly or indirectly entered into or offered to enter into any combination, collusion or agreement to receive or pay, and has not received or paid, any money or other consideration for the execution of this contract other than what appears herein. Consultant also warrants that no person or organization has been employed or retained to solicit or secure this contract for payment of a commission, percentage, brokerage or contingent fee, except bona fide employees of Consultant or bona fide established commercial or selling agencies maintained by Consultant for the specific purpose of securing business. Breach of either of the above warranties will allow the City to terminate this contract and to recover the full amount of the commission, percentage, brokerage or contingent fee.

25. TAX EXEMPTION. Prices contained in this contract and invoices submitted by Consultant for payment are not to include any tax for which the City is exempt. The City will furnish an exemption certificate for tax from which the City is exempted if such is requested by Consultant.

26. AUTHORITY. Each party represents and warrants that it has the authority to enter into this contract and that the person executing this contract has the authority to enter into this contract on behalf of his/her respective party.

27. SEVERABILITY. If any term of this contract is invalid or unenforceable under any statute, regulation, ordinance, executive or judicial order or other rule of law, such term shall be deemed reformed or deleted, but only to the extent necessary to comply with such statute, regulation, ordinance, contract or rule, and the remaining provisions of this contract shall remain in full force and effect.

28. NOTICE. Any notice provided for in this contract will be sufficient if given by certified mail return receipt requested to the party to be notified at the address specified below.

29. GENERAL. In case of conflict between the terms contained herein and the terms contained in any attachment, the terms herein shall control.

30. GOVERNING LAW. This contract is to be construed in accordance with and governed by the laws of the State of Indiana. Any lawsuit arising out of this contract must be brought and maintained in Putnam County, Indiana.

31. PENALTIES/INTEREST/ATTORNEY'S FEES. The City will in good faith, perform its required obligations hereunder and the parties agree that the City shall not pay any penalties, liquidated damages, interest or attorney's fees, except as required by law.

32. E-verify. Consultant hereby certifies that it is enrolled in E-verify and that it verifies the work eligibility status of all newly hired employees through E-verify. Consultant will no longer be required to use E-verify if the E-verify program ceases to exist. Consultant must sign an affidavit affirming that the Consultant does not knowingly employ any unauthorized aliens. If the Consultant or any of its subcontractors knowingly employs an unauthorized alien and is in violation, the

Consultant must remedy the violation within thirty (30) days. This contract shall immediately terminate for Consultant's breach if not remedied within the thirty (30) day time period (unless there would be a detriment to the public interest or public property, then the contract can remain in effect until the political subdivision procures a new Consultant).

33. CERTIFICATION OF NO INVESTMENT IN IRAN. Pursuant to I.C. 5-22-16.5, the Consultant certifies that the Consultant is not engaged in investment activities in Iran. Providing false certification may result in the consequences listed in I.C. 5-22-16.5-14, including termination of this Contract, denial of future contracts, and the imposition of a civil penalty.

34. ADDITIONAL TERMS AND CONDITIONS. The parties agree to the additional terms and conditions contained in Attachment B, which is incorporated herein and made a part hereof. If there is a conflict between this Contract and Attachment B, this Contract shall control.

35. ENTIRE AGREEMENT. This contract constitutes the entire agreement by and between the parties with respect to the matters contained herein and supersedes all prior oral or written representations and agreements. This contract may only be modified by a contract amendment signed by both parties.

CONSULTANT: Fishbeck
1285 S. Jackson St., Greencastle IN 46135

By: _____
Jessica Hartman, Vice President

CITY OF GREENCASTLE
Board of Public Works and Safety
1 N. Locust Street, Greencastle IN 46135

Lynda Dunbar, Mayor

Trudy Selvia, Member

Thom Morris, Member

**AFFIDAVIT CONCERNING EMPLOYMENT
OF UNAUTHORIZED ALIENS**

I hereby affirm that I am a duly authorized officer of Fishbeck, and I certify that Fishbeck, is enrolled and participating in the E-verify program as of the date of this Affidavit. Fishbeck, does not employ any "unauthorized aliens" as that term is defined in 8 U.S.C. 1324a(h)(3).

I AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FOREGOING REPRESENTATIONS ARE TRUE.

Fishbeck

Date: _____

Jessica Hartman, Vice President



Rate Schedule

June 7, 2025

Architect | Construction Engineer/Manager/Administrator | Engineer | Estimator |
Geologist | Hydrogeologist | Industrial Hygienist | Interior Designer | Project Manager |
Scientist | Surveyor

Staff Level	\$95-\$155
Mid Level	\$155-\$175
Senior Level	\$175-\$260

Architectural Specialist | Engineering Specialist | Environmental Specialist |
Health & Safety Specialist | Operations Specialist | Technical Specialist |
Project Superintendent | Survey Specialist

Staff Level	\$100-\$125
Mid Level	\$125-\$150
Senior Level	\$150-\$250

Senior Vice President

\$270

Technician

Staff Level	\$95-\$125
Mid Level	\$125-\$145
Senior Level	\$145-\$175

Production Support

Staff Level	\$95-\$120
Senior Level	\$130

Photocopies	\$0.10/Copy
Mileage/Passenger Vehicles	\$0.77/Mile
Field and Service Vehicles	\$1.05/Mile
Equipment Schedule	Separate Schedule
Expenses and Outside Services	At Cost

Rates are adjusted each June.

Compensation to be at one and one-half times the hourly rate for approved overtime.

Litigation Support: In the event Fishbeck staff are requested by Client or compelled by subpoena to provide expert or witness testimony, billing rates for such time, including preparation, will be one and one-half times the standard billing rates.

Invoices are rendered monthly and payment is due upon receipt. A monthly service charge of 1% is added to accounts unpaid after 30 days from date of billing.



Department Report

MEETING DATE

March 18, 2026

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. DePauw Seminary Square - Detention Variance Request
2. SeminarySquare_Memo with Appendix

December 10, 2025

Greencastle Board of Public Works & Safety
1 N. Locust St
Greencastle, IN 46135

RE: DePauw Seminary Square – Variance Request

Members of the Board,

On behalf of our Client, we respectfully request wavier from the following standards:

1. Per Chapter 6, Section C.1 of the City of Greencastle Stormwater Technical Standards Manual, “control devices shall limit the discharge to a rate such that the post-developed release rate from the site is no greater than 0.3 cfs per acre of development for 0 - 10 year return interval storms and 0.5 cfs per acre of developed area for 11 - 100 year return interval storms.”

We would like to request a variance from this standard. Due to a reduction in impervious area of the proposed development compared to the existing conditions, the development will reduce peak stormwater discharge from the subject parcels to the potential stormwater outlet points denoted on the attached exhibit.

The calculations below demonstrate the reduction in peak discharge from the subject parcels in the 10-year and 100-year storm events resulting from the decrease in impervious area.

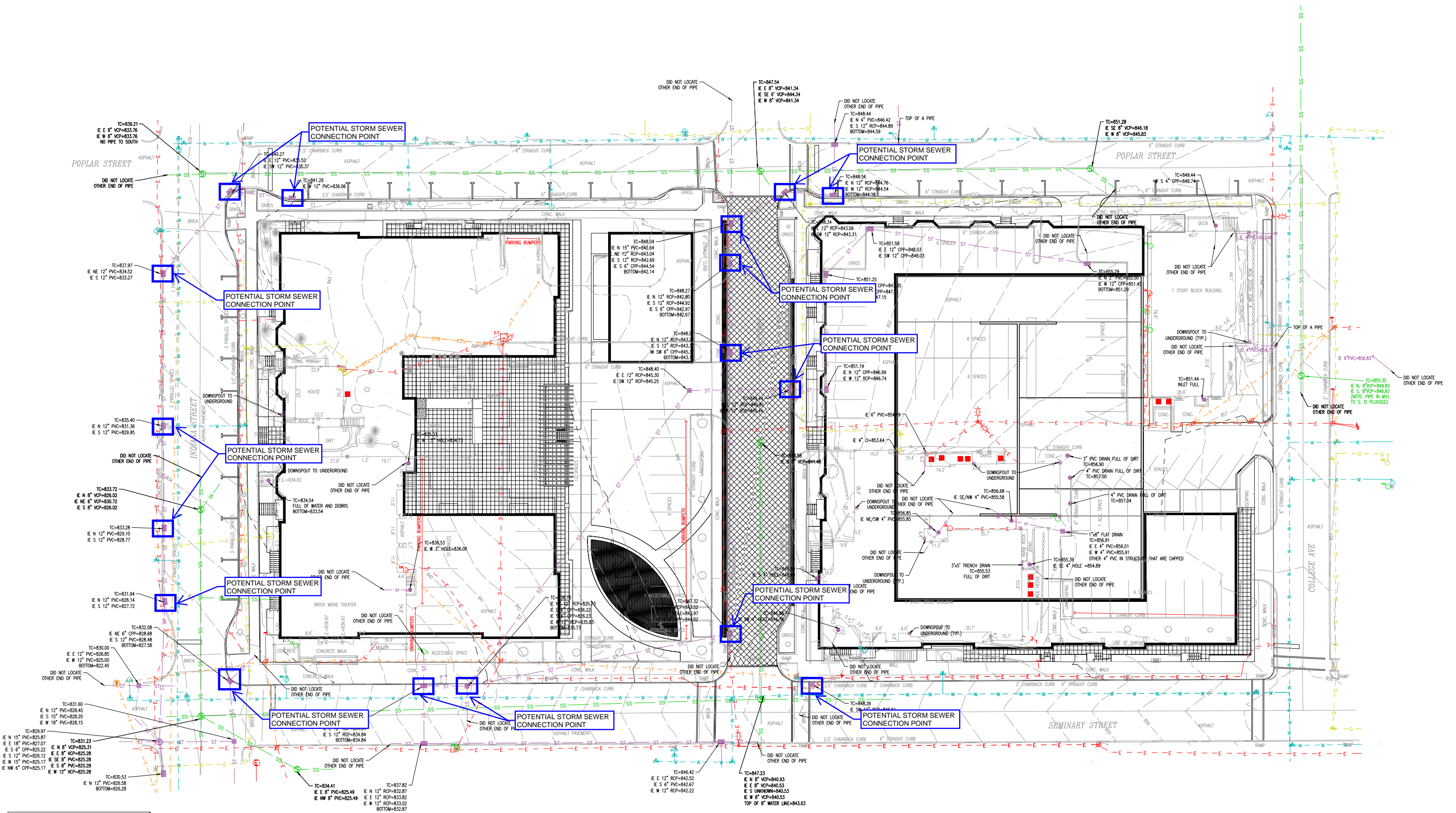
Storm Event	Peak Discharge (CFS)
Existing 10-year storm	13.09
Existing 100-year storm	21.99
Proposed 10-year storm	12.87
Proposed 100-year storm	21.64

Due to this demonstrated reduction in peak discharge, we request that this development be granted a variance to waive allowable release rate requirements per the City of Greencastle Stormwater Technical Standards Manual for this development.

Sincerely,



Kimley-Horn and Associates, Inc.
Patrick Sowinski, P.E.
Kimley-Horn and Associates, Inc.
Direct: 317-533-6362 | Mobile: 317-586-1187
Patrick.Sowinski@kimley-horn.com



LEGEND	
---	ELECTRIC
---	TELECOM
---	GAS
---	SANITARY SEWER
---	WATER
---	STORM SEWER

MEMO

To: The City of Greencastle
From: Lochmueller Group
Date: 2/3/2026
Subject: Seminary Square Development Review

Lochmueller Group has been requested to provide a recommendation for the capacity of the existing storm sewer downstream of the connection to the proposed Seminary Square Development. The Seminary Square Development site consists of the two city blocks and is located within the DePauw University campus. The area is formed by Indiana Street, Seminary Street, College Avenue, and Poplar Street, intersected by Vine Street.

Technical standards:

The Greencastle Technical Standards provide the basis for the review of this project. The standards outline storm sewer and detention requirements, later referenced in detail.

Field Investigation:

A field investigation was conducted to determine the size of the storm sewer pipes from the Seminary Square development to the known outfall location. The investigation identified a 15-inch concrete storm sewer from the development to Jackson Street at an approximate 2.75% slope. No additional pipes other than the curb inlets were found in structures along Seminary Street.

The investigation also identified the outfall as a 36-inch corrugated storm sewer located within the alley between Seminary Street and Hill Street at an approximate 1.1% slope. The connection between the two points was not able to be found in any manhole due to the deep snow cover, but historical layout drawings show they are connected, and no other outfall would be feasible.

Storm Sewer Capacity Review

Whenever the pipe capacity is exceeded, stormwater runoff begins to stage (rise) inside a manhole or inlet. If water stages too high, stormwater will come out of the manhole and into the street. This flow would continue down the edges of the streets to collect at Seminary Street. Storm sewers are typically to be designed to pass the 10- and 100-year storms. For the 10-year storm, the flow should remain in the pipe. For the 100-year storm, flow is allowed to surcharge the manholes and inlets but should not flow out of the casting and onto the street.

The existing pipe along Seminary Street is a 15-inch smooth storm sewer pipe at 2.75%, which has a maximum flow rate capacity of 11 cfs.

The existing drainage area, to the inlet at the intersection of Seminary Street and Jackson Street is approximately 8.2 acres of 80% impervious area and drains to the 15-inch storm sewer discussed above. This results in a peak flow rate which exceeds the 11 cfs pipe capacity for all design storms (2-year through 100-year storms). Per the memo provided by the developer (See attached) the runoff from the 2-acre development by itself is 13 cfs, which exceeds the 15-inch pipe capacity.

Effects of the Seminary Square Development on the Storm Sewer

The Greencastle Technical Standards require stormwater detention for all proposed developments. Chapter 6, Section C.1 requires the site to control flow to 0.3 cfs per acre for the 0-10-year storm events and 0.5 cfs per acre for the 11-100-year return interval storm events. The developer of the Seminary Square project has submitted flow rates that exceed this requirement. However, peak flow rate values from the developer demonstrate that the proposed flow is equal to or less than the existing stormwater runoff from the area proposed to be developed. The referenced calculations are included as **Attachment 1**.

The type of ground cover does have an impact volume and flow rate to the storm sewer. Impervious areas like parking lots do not capture stormwater and increase runoff rates because they do not allow the rainfall to penetrate into the soil, while open green space slow the rate of stormwater runoff and allow it to infiltrate into the soil. As can be seen in the attachment, the developer has incorporated large green areas and pervious pavers, where possible, to minimize stormwater runoff and improve the esthetic value of the area.

The existing parcels are 79% parking lots or buildings. The existing parcels have 21% open green space. The proposed development is 72% impervious, with 24% open green spaces and 4% pavers, which allows stormwater to be captured through infiltration.

Implementing the detention at the Seminary Square Development will reduce peak flow rates by an average of 20% for all design storms. However, a reduction of 20% does not reduce the peak flow of the storm sewer to meet capacity.

Approximate Required Pipe Size

The required pipe size to meet the Greencastle Technical Standards is estimated to be a 30-inch pipe. This pipe size at a 1.75% slope can pass 54 cfs, which exceeds the estimated stormwater runoff from the Seminary Street drainage basin of 37 cfs for the 10-year flow rate, and 51 cfs for the 100-year flow rate.

Cost of Implementation:

Item	Quantity	Unit	Cost per Unit	Item Cost
30-inch Pipe	850	LF	\$ 300.00	\$ 255,000.00
Manhole	7	EACH	\$ 10,000.00	\$ 70,000.00
Excavation	1,000	CYD	\$ 50.00	\$ 50,000.00
Asphalt Repair	850	LF	\$ 200.00	\$ 170,000.00
Subtotal				\$ 545,000.00
Erosion Control (2%)	1	LS	\$ 11,000.00	\$ 11,000.00
Maintenance of Traffic (3%)	1	LS	\$ 17,000.00	\$ 17,000.00
Construction Engineering (3)	1	LS	\$ 17,000.00	\$ 17,000.00
Mobilization/Demobilization (5%)	1	LS	\$ 28,000.00	\$ 28,000.00
Subtotal				\$ 73,000.00
Contingency (25%)	1	LS	\$ 155,000.00	\$ 155,000.00
Total				\$ 780,000.00

Conclusion:

The 15-inch storm pipe along seminary Street does not have the capacity to handle existing flow rates. The Seminary Square Development does not increase peak flow rates to the existing storm pipe. The benefits of installing required detention at the Seminary Square Development alone will not solve the issue, as the overall capacity of the storm sewer is the most constraining aspect. The installation of a 30-inch pipe along Seminary Street would be required to meet Greencastle Technical Standards at an estimated installed cost of \$780,000.

Estimated project costs will likely increase with time. Construction costs are volatile and have increased significantly in recent years, due primarily to costs of fuel and raw materials. In providing these cost estimates, Lochmueller Group has no control over the costs of labor, equipment, and materials, or the contractors' methods of pricing. The cost estimates were made without the benefit of final design plans and specifications and are provided on the basis of the Engineer's qualifications and experience.

The cost estimates are based on past similar projects. Lochmueller Group makes no warranty, expressed or implied, as to the accuracy of such cost estimates as compared to bids or actual costs.

December 10, 2025

Greencastle Board of Public Works & Safety
1 N. Locust St
Greencastle, IN 46135

RE: DePauw Seminary Square – Variance Request

Members of the Board,

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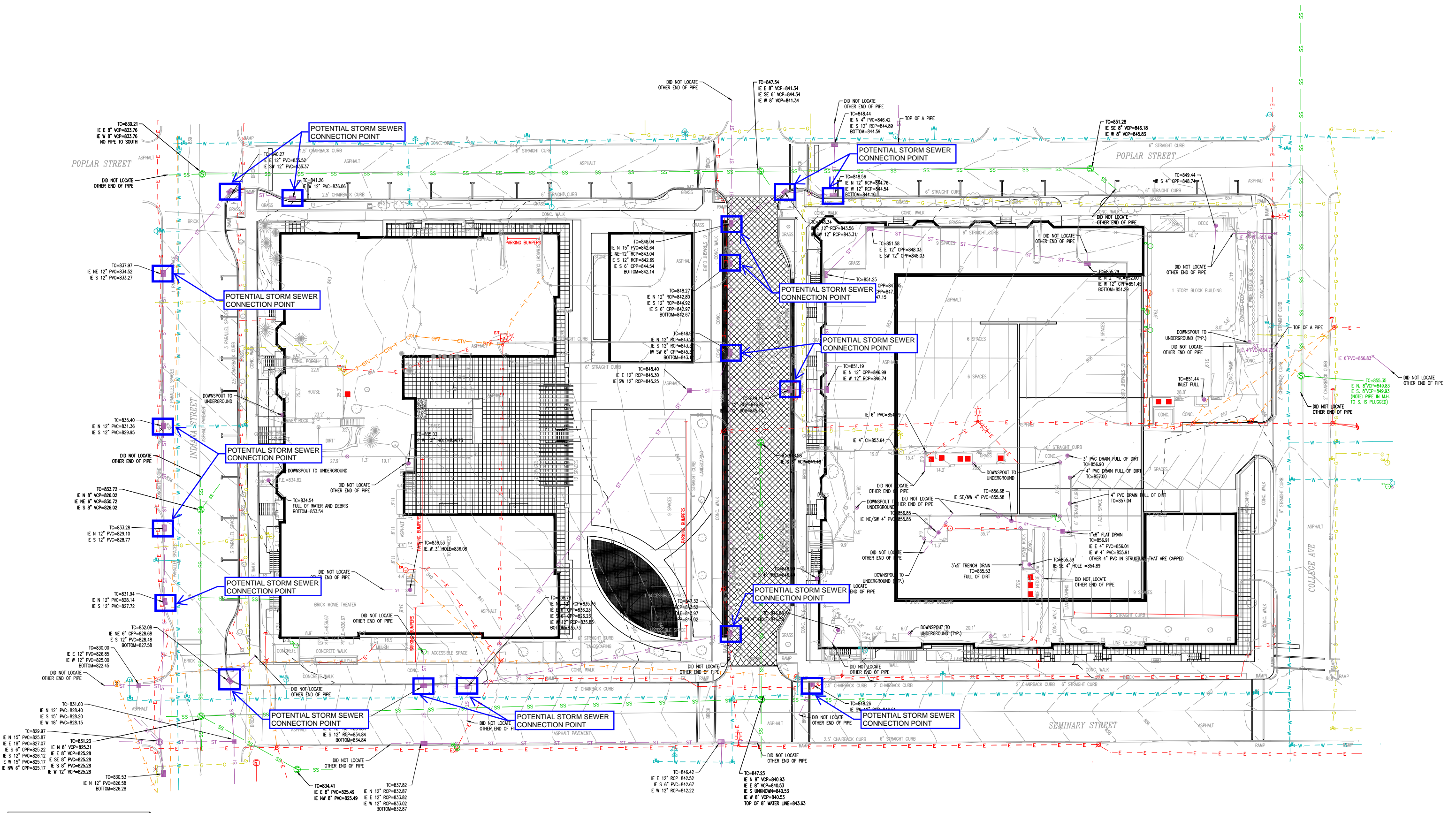
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Sincerely,



Kimley-Horn and Associates, Inc.
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LEGEND	
---	ELECTRIC
- - -	TELECOM
- - -	GAS
SS	SANITARY SEWER
W	WATER
ST	STORM SEWER