

March 16, 2023

10:00 am

Via Teams

Attendance:

Town: Wayne Zamora – Mayor Mary Jo Bender – Clerk Treasurer
Jeff Walker – Town Board Member Amber Fields – Town Board Member
Bobby Burns – Committee member Brad Bender – Project Manager

DNR: Erica Siebenthal Mark Becker Ross Tepe

SUMMARY MINUTES:

- A. The Town group updated DNR that they discovered in late January the project was far behind schedule and the limited quarterlies to the state were misleading. The newly elected Town administration has just taken office March 9, and to address the project they have held committee meetings, are compiling past project documents, sent the state a formal letter requesting extension and modification, taken on a project manager, sent out an RFP to 8 firms for professional services, and downloaded all the NLT guidance documents. The Town voiced they are committed to getting the project back on track, provide regular reporting and transparency to the State and the Town citizens.

- B. The primary topic was the time extension of about 1 year and modifications by alternate as detailed in the letter. No route changes are planned for the project. After discussion DNR said they support the idea, but would like a single extension to this project, usually to June 30, 2025 or December 30, 2025 as the new end date, and would look favorably after the new group shows some progress. Modifications and alternates are allowable, but they would like to see a new budget at the time of an updated request as well. The request can be addressed again within about 3 to 6 months prior to the prescribed end date of June 2024 for the current agreement.

- C. As part of looking for progress the State would like to see funds expended. They prefer to see match used in the phases as well, so the Town will look to about an 80/20 combination as they present claims. The invoice phases are identified as design, acquisition and construction.

- D. When review plans are sent, they look for items such as signage, safety, ADA items at landings and intersections. The width was discussed as already determined at 3 feet in the natural area, and 8 feet in the improved portions. INDOT design standards are not applicable, they just desire design firms that have applicable experience. They have no special contracting requirements that require unit prices, wage rates, or prequalified contractors.

- F. If there are any questions regarding the request for or transfer of funds they will be addressed to Erica. The Mayor expressed sincere apology over the lack of progress and status over the past 2 years. He stated the projects was still necessary, desired and fully supported by the Town, and that all members would be open and available to make this a priority.

- G. The current quarterly report is due and will be sent along with the minutes from this meeting. Correspondence going forward will be copied to Mark and Ross.

- H. Meeting adjourned 10:35 am

SS// Brad Bender