

**TOWN OF
DAYTON**

Clerk-Treasurer Original



UTILITY BOARD

SETTLED:

INCORPORATED:

**Minutes of
November 10, 2021**

These minutes are not intended to be a verbatim transcript.
Audio of this meeting is on file in the Town Clerk's Office.

TOWN COUNCIL:

Jen Manago, Town Board President
Stan Kyger, Town Board Vice President
Ron Koehler, Utility President
Carla Snodgrass, Utility Vice President
Ashley Stevenson, Council Member

CLERK-TREASURER:

Michelle Frewerd C/T

Utility President, Ron Koehler called the meeting to order. In attendance on the phone were: Council Members Ashley Stevenson, Carla Snodgrass, Jen Manago, and Stan Kyger. Also present were Clerk-Treasurer, Michelle Frewerd, Town Attorney, Alicia Albertson, Mark Harlow and Marshal Taylor.

Attorney:
None

Adjustment Report:

January 2021-October 2021- Wait until Audit is complete to approve.

Utility Superintendent Report:

Sheffield Township Fire/Insurance Service Rating- November 15th at 4:30 Mark will meet with the insurance company and Shawn Alkire. This is done every 5 years.

Fall List Station Maintenance- Spring and Fall maintenance is complete each year with a cost of \$1500 each time. Mark will be scheduling the Fall maintenance this month.

Fall Grease Trap/Oil and Grit Chamber Inspections- These are required in the Spring and the Fall in our agreement with Lafayette Renew. The Fall inspection has been completed.

2021 CCMG Project Status/Billing- Mark read an email from BF&S stating that Midwest Paving is going to replace part of the sidewalk in question. One invoice was submitted for work that included concrete work and driveway approaches; this invoice totaled \$52,423.96. Invoice #2 was for asphalt work in the amount of \$207,860.03. Invoice #3 was requesting release of the 10% retainage in the amount of \$28,920.44.

Of the first invoice totaling \$52,423.96, \$29,827.70 was the cost for the church sidewalk that is being replaced.

The total of all three invoices total \$289,204.43.

Mark and BF&S recommend that the town does not release that 10% because they are not satisfied with the work completed. Mark also recommended subtracting the \$29,827.70 for the church's sidewalk until it is fixed to the town's satisfaction.

When subtracting the \$29,827.70 for the sidewalk and \$28,920.44 for the 10% retainage from the total \$289,204.43, the amount suggested to pay is \$230,456.29.

Ashley Stevenson made a motion to pay Midwest Paving \$230,456.29...Jen Manago seconded the motion...carried roll call vote 5-0.

Ashley Stevenson- Yes

Stan Kyger- Yes

Jen Manago- Yes

Carla Snodgrass- Yes

Ron Koehler- Yes

2022 CCMG Call for Projects- Next call for projects is January 3-28, 2022. Mark spoke with the council regarding when they wanted to subject projects, either in January or July 2022. Ron stated that he thought that they should apply for the January round. Mark asked Stan to take lead on getting the projects together based on the street rating list. Mark suggested that the council have a list together to send to BF&S by December 13th board meeting.

Kelly's Landscaping Services- Per contract, they are requesting first payment for the leaf pickup of \$2000.

Michelle addressed the board about Mark needing a new computer. It currently doesn't turn on. Due to the amount of work he does and the file sizes, the current computer that he hasn't doesn't have the storage capacity that he needs for his job.

Public Comment:

None

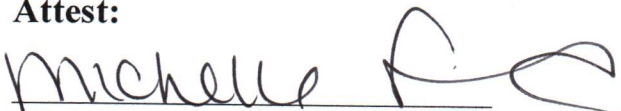
Reports of Council Members:

Jen- Wants to start looking for part-time help for Mark. Jen wants to put a job description together for help, Michelle stated that there was one put together in 2019 but had no luck finding someone. Jen wants to find Mark help to do locates, mow, plow snow or anything Mark needs help on.

Ron- Asked Michelle for the contact information for the Carr family to contact regarding the land rental contract. Ron asked Michelle to contact the billboard company to get the contract for the billboard rental.

Ron Koehler adjourned the meeting.

Attest:



Michelle Frewerd

Clerk Treasurer

Clerk-Treasurer Original

