

Martinsville Board of Works and Safety
Meeting Agenda
Monday, March 9, 2026
6:30 PM - City Hall, Council Chambers (Room 202)

THE CITY OF
Martinsville
INDIANA



Call to Order

Roll Call

Consideration of the Minutes

- A. Consideration of the Monday, February 23, 2026, Board of Works and Safety Meeting Minutes

Consideration of Claims

Consideration of Sewer Adjustment Applications

- A. A. 629 S. Jefferson St. -- \$1,576.40
- B. 680 S. Grant St. -- \$109.22
- C. 760 E. Harrison St. -- \$404.24
- D. 360 N. Grant St. -- \$3,003.04
- E. 399 W. Morgan St. -- \$177.92

New Business

- A. Consideration of Change Order No. 4 - North Levee
- B. Consideration of Changes to Parking Patterns on Selected Streets

Next Regular Meeting

- A. The next regular meeting will be on Monday, March 23, 2026, beginning at 6:30 PM in the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, Indiana.

Adjournment

Any individuals who requires aid or service for effective communication, or a modification of policies or procedures to participate in a public meeting, program, service, or activity of the City of Martinsville, IN, contact Ben Meridia, ADA Coordinator, 56 North Main Street, Martinsville, IN, 46151, 765-342-6012, as soon as possible, but no later than 48 hours before the scheduled event.

**MARTINSVILLE BOARD OF WORKS AND SAFETY
MARTINSVILLE INDIANA
MORGAN COUNTY, INDIANA
FEBRUARY 23, 2026**

Call to Order

Mayor Costin called the Martinsville Board of Works meeting to order on February 23, 2026.

Roll Call

Board of Works Member Kelly Bray
Mayor Kenneth Costin
Board of Works Member John Lillywhite

A quorum was declared present.

Consideration of the Minutes

A motion to was made by Kelly Bray to approve the minutes as presented. John Lillywhite seconded the motion. The minutes were approved 3-0.

- A. Consideration of the Monday, February 9, 2026 Board of Works and Safety Meeting Minutes

Consideration of Claims

A motion to approve was made by Board of Works member, Kelly Bray. John Lillywhite seconded the motion. The claims were approved 3-0.

Consideration of Sewer Adjustment Applications

A motion was made by John Lillywhite to approve the sewer adjustment applications. Kelly Bray seconded the motion. The motion was passed 3-0.

- A. A. 788 S. Harriet St. -- \$3,257.52
- B. 540 W. Pike St. -- \$39.41
- C. 1200 S. Main St. -- \$143.01
- D. 620 Anel Dr. -- \$191.42

New Business

- A. Consideration of Quotes to Purchase New Squad - Fire Department

Chief Kevin Greene presented a quote to the board for their consideration for the purchase of a 2026 Tahoe for the fire department. There is money in the budget for this purchase and the funds will come from EDIT (2216 048 389). A motion was made to approve the purchase by

John Lillywhite. Kelly Bray seconded the motion. The motion passed 3-0.

B. Consideration of Agreement for Removal of Underground Storage Tank

Troy Swan of HWC presented an agreement to the board for their consideration. The agreement includes planning, design and decommissioning of the 4,000-gallon underground storage tank system located at 59 S Jefferson Street. Alliance Environmental Group will provide oversight of the removal activities and required UST sampling and reporting requirements in accordance with IDEM Petroleum Branch and 329 IAC 9-6-2-5. The total estimate is \$30,910.00. The funds will come from Food & Beverage (4439 000 392). A motion to approve the removal was made by John Lillywhite. Kelly Bray seconded the motion. The motion passed 3-0.

C. Consideration of Agreement for Services - Ultraviolet Disinfection and Grit Removal System Replacement - HWC

Troy Swan with HWC presented an agreement to the board for their consideration. This agreement is for services to replace the UV and Grit Removal System at the Wastewater Treatment Plant. This project will cost \$227,000 at the most and the funds will come from sewer (6201 089 731). A motion to approve the agreement was made by John Lillywhite. Kelly Bray seconded the motion. The motion passed 3-0.

Next Regular Meeting

- A. The next regular meeting will be on Monday, March 9, 2026, beginning at 6:30 PM in the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, Indiana.

Adjournment

Name		Signature
Kelly Bray, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
John Lillywhite, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Kenny Costin, Mayor	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
ATTEST		
Name	Signature	Date
Benjamin K. Merida, Clerk-Treasurer		

SEWER ADJUSTMENT APPLICATION

Please email application and receipts to hstaggs@martinsville.in.gov
Questions, call 765.342.2449

Account Number 3 02200 09 Date 2-18-24
Name Benjamin Lane Phone 765 315 7529
Email Address blane1388@yahoo.com
Service Address 629 S. Jefferson St
Month of Excessive Bill February Excessive Bill Amount _____
Did the water pass through the sewer? Yes No
Detailed description of leak Blown water line at meter

Repair Company Information (Please attach a copy of repair bill.)

Name Earl Gray & Sons Plumbing Service Phone 317 736 0372
Address 749 Earlywood Drive Franklin IN 46131

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0
Excessive Usage 142 Excessive Sewer Amount \$1631.06
Average Usage 42 Average Sewer Amount \$ 54.66

Requested Adjustment Amount \$1576.40

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor

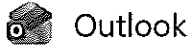
Date

Kelly M. Bray, Member

Date

John Lillywhite, Member

Date



Online Form Submittal: Sewer Adjustment Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Fri 2/20/2026 2:15 PM

To Katelynn Brummett <kbrummett@Martinsville.in.gov>; Jamie Kenworthy <jkenworthy@Martinsville.in.gov>; Heather Staggs <hstaggs@Martinsville.in.gov>

Sewer Adjustment Application

Account Number	50570003
Date	2/20/2026
Name	Richard Montgomery
Phone Number	317/931/8196
Email Address	Montgomery.rick@yahoo.com
Service Address	680 S Grant St
City	Martinsville
State	IN
Zip Code	46151
Month of Excessive Bill	1/6-2/6
Excessive Bill Amount	\$253.20
Did the water pass through the sewer?	No
Detailed description of leak	Shark bite coupling leaking. I cut the fitting out and replaced it with one from my supply in the garage. Turned water on and checked for leaks.

Repair Company Information

Name	Richard Montgomery
Phone	317/931/8196
Address	680 S Grant St
City	Martinsville
State	IN

Zip Code 46151

Please attach copy of repair bill [image.jpg](#)

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months 0

Excessive Usage 124 Excessive Sewer Amount \$ 146.99

Average Usage 27 Average Sewer Amount \$37.77

Requested Adjustment Amount \$ 109.22

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor Date _____

Kelly M. Bray, Member Date _____

John Lillywhite, Member Date _____

Email not displaying correctly? [View it in your browser.](#)

- Caution: This is an External Email -



Online Form Submittal: Sewer Adjustment Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Wed 2/25/2026 12:40 PM

To Katelynn Brummett <kbrummett@Martinsville.in.gov>; Jamie Kenworthy <jkenworthy@Martinsville.in.gov>; Heather Staggs <hstaggs@Martinsville.in.gov>

Sewer Adjustment Application

Account Number	71910008
Date	2/14/2026
Name	Andy Xiao
Phone Number	7653419277
Email Address	xiaoandy2021@outlook.com
Service Address	760 E Harrison St
City	Martinsville
State	IN
Zip Code	46151-6490
Month of Excessive Bill	January 2026
Excessive Bill Amount	624.20
Did the water pass through the sewer?	No
Detailed description of leak	details in document
Repair Company Information	
Name	James Myers
Phone	7653189661
Address	Field not completed.
City	Martinsville
State	IN
Zip Code	46151
Please attach copy of repair bill	jamesmyersinvoice.png

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months 0

Excessive Usage 361 Excessive Sewer Amount \$413.86

Average Usage 2 Average Sewer Amount \$9.62

Requested Adjustment Amount \$404.24

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor Date _____

Kelly M. Bray, Member Date

John Lillywhite, Member Date

Email not displaying correctly? [View it in your browser.](#)

- Caution: This is an External Email -



Online Form Submittal: Sewer Adjustment Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Mon 2/23/2026 12:33 PM

To Katelynn Brummett <kbrummett@Martinsville.in.gov>; Jamie Kenworthy <jkenworthy@Martinsville.in.gov>; Heather Staggs <hstaggs@Martinsville.in.gov>

Sewer Adjustment Application

Account Number	80680005
Date	2/23/2026
Name	Dalton Feltner
Phone Number	7653184112
Email Address	dfeltner03@gmail.com
Service Address	360 N Grant St
City	Martinsville
State	Indiana
Zip Code	46151
Month of Excessive Bill	January
Excessive Bill Amount	\$3,678.56
Did the water pass through the sewer?	No
Detailed description of leak	A water line under the kitchen swelled and burst. Assuming for a while due to bill amount

Repair Company Information

Name	Dunn painting and Rental
Phone	7653410907
Address	1488 S. Old State Road 67
City	Martinsville
State	Indiana
Zip Code	46151
Please attach copy of repair bill	Screenshot_20260223_123227_All Document Reader.jpg

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months 0

Excessive Usage ^{1/20} 2330 ^{2/20} 343 Excessive Sewer Amount ^{1/20} \$2637.71 ^{2/20} \$393.59

Average Usage 0 Average Sewer Amount \$14.13

Requested Adjustment Amount \$3003.04

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor _____ Date _____

Kelly M. Bray, Member Date

John Lillywhite, Member Date

Email not displaying correctly? [View it in your browser.](#)

- Caution: This is an External Email -

SEWER ADJUSTMENT APPLICATION

Please email application and receipts to hstaggs@martinsville.in.gov

Questions, call 765.342.2449

Account Number 11 02400 01 Date 2/17/26
Name Rachel Crabb Phone 812 381 1225
Email Address rachelcrabb02@gmail.com
Service Address 399 W. Morgan St
Month of Excessive Bill Nov-Dec Excessive Bill Amount _____

Did the water pass through the sewer? Yes No
Detailed description of leak Water heater was leaking & then
blew up. Water Co. called in Dec to let us know
it was high, faucet was leaking in Dec Jan & was
replaced in Jan or Feb.

Repair Company Information (Please attach a copy of repair bill.)
Name Hudson Plumbing Phone 765 349 0900
Address 435 W. Morgan St Martinsville

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0
Excessive Usage ^{11/25} 90 ^{12/25} 140 Excessive Sewer Amount ^{11/25} \$ 115.47 ^{12/25} \$ 105.01
Average Usage 39 Average Sewer Amount \$ 51.28

Requested Adjustment Amount \$ 177.92

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor

Date

Kelly M. Bray, Member

Date

John Lillywhite, Member

Date

Confidence in the built environment.

February 26, 2026

The Honorable Kenny Costin
City of Martinsville
59 South Jefferson Street
Martinsville, IN 46151

Re: North Levee Improvements Project
Change Order #04 – Stone Access Road

To Whom it May Concern,

Please find the attached proposed Change Order #4 of the North Levee Improvements Project for a new access drive to all four lift stations along the North Levee. The access drive will be constructed of 4 inches of #2 stone base, with 4 inches of #53 stone on top. The proposed access drive is to be 10 feet wide by 7,900 feet long. Please refer to the following attachments:

- CO #04 Change Order Form
- CO #04 Justification Letter
- Access Drive Graphic
- CO #04 Proposal Quote from Reed & Sons Construction

The total added cost of requested Change Order #04 is \$218,243.75. We have reviewed the quoted information and recommend approval of the amount indicated.

If you have any questions, please feel free to contact me.

Sincerely,



Conner Shipley, P.E.
Project Engineer



Confidence in the built environment.

City of Martinsville, Indiana
Levee Improvements Project
Phase I – North Levee
Change Order No. 4 Justification
February 26, 2026

Issue #1 (Access Drive to Pump Stations)

The proposed change in work involves constructing new stone access drives to all four (4) pump stations along the North Levee. The new access drive will be 10 feet wide, approximately 7,900 feet in length, and is to be constructed of a 4-inch #2 stone base with 4 inches of #53 stone on top. The portion of the stone access drive to Pump Station #1 will connect to Branch Lane, located south of SR39. A turnaround will be constructed at Pump Station #1. The proposed access drive for Pump Stations #2, #3, and #4 will connect to the existing gravel lot on the north side of SR39. See the attached access drive sketch for reference. **The cost adjustment to the contract for this change order item is an increase of \$218,243.75.**

Item	Description	Unit	Quantity	Unit Price	Amount
C04-1	New Stone Access Drive to LS #1, #2, #3, & #4	LS	1	\$218,243.75	\$218,243.75
Total Change Order Amount					\$218,243.75



Reed & Sons Construction, Inc.

299 W Moorman Road
Bloomington, IN 47403
Phone: (812) 824-9237
Fax: (812) 824-6616

Request for Change Order

To: City of Martinsville
59 S Jefferson Street
Martinsville, IN 46151
Project: Martinsville Levee North

RFC No: 10
Date: 2/11/2026
Description: RFC in response to RFP for added 6050 LF of Maintenance Drives for access to levee pump stations

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

Upon approval the sum of \$218,243.75 will be added to the contract price.

Original Contract	\$3,442,900.00
Other Approved Change Orders	\$24,218.01
Total Contract to Date	\$3,467,118.01
This Request	\$218,243.75
Other Pending Requests	\$0.00
Total Contract plus Pending RFCs	\$3,685,361.76

Authorized Signature: _____ Date: _____
Reed & Sons Construction, Inc.

Authorized Signature: _____ Date: _____
City of Martinsville

Reed & Sons Construction, Inc.

299 W Moorman Road
 Bloomington, IN 47403
 Phone: (812) 824-9237
 Fax: (812) 824-6616

Request for Change Order

To: City of Martinsville
 59 S Jefferson Street
 Martinsville, IN 46151
 Project: Martinsville Levee North

Labor	Hours	Rate	Burden	Fringes	Total
Operator	512	76.13	0.00	0.00	38,978.56
Common Laborer	336	56.99	0.00	0.00	19,148.64
	848				58,127.20

Material	Qty	Cost	Tax	Total
#2 Commercial Stone Delivered	1,980TN	20.78	0.00	41,144.40
#53 Commercial Stone Delivered	1,980TN	18.53	0.00	36,689.40
Grass Seed	300	3.80	0.00	1,140.00
Straw Bales	80	5.00	0.00	400.00
			0.00	79,373.80

Equipment	Hours	Rate	Total
2017 Case TR380 Skid Steerr w/attachment	32	50.00	1,600.00
Case 2050 Dozer	240	90.00	21,600.00
2004 Sakaii Roller	240	60.00	14,400.00
2024 GMC 3500	272	37.00	10,064.00
2006 Finn B-70 Straw Blower	32	30.00	960.00
	816		48,624.00

Subcontracts	Number	RFC	Total
Heavy Haul			4,000.00
			4,000.00

Reed & Sons Construction, Inc.

299 W Moorman Road
Bloomington, IN 47403
Phone: (812) 824-9237
Fax: (812) 824-6616

Request for Change Order

To: City of Martinsville
59 S Jefferson Street
Martinsville, IN 46151
Project: Martinsville Levee North

Description	Pcnt	Amount
Labor		58,127.20
Material		79,373.80
Equipment		48,624.00
Subcontracts		4,000.00
Total Cost		190,125.00
Labor Markup	15%	8,719.08
Equipment Markup	15%	7,293.60
Material Markup	15%	11,906.07
Subcontractor Markup	5%	200.00
Contract Amount		\$218,243.75

Look at the Parking on the following streets –

East Pike – from Main to North 5th Street

5th Street

East Walnut – from Main to Home

West Harrison – from Main to Park Ave

West Pike – from Main to Park Ave

East Jackson – from Main to 2nd Street

East Washington – from 605 E Washington (where the street gets narrower) to 2nd Street

Street less than 24 Feet Wide: Any local street, or segment thereof, that is **less than twenty-four (24) feet wide, edge-of-pavement to edge of pavement, shall not be permitted to have on-street parking.** This is a general rule - for exceptions to this rule see §78-174(D): Undersized Local Streets in the proposed new parking ordinance that's not been approved.

24 Feet to 30 Feet Wide: Any local street, or segment thereof, that is twenty-four (24) to thirty (30) feet wide, edge-of-pavement to edge of pavement, shall be permitted to have on-street parking on one (1) side of the Street. **For north-south streets, the on-street parking shall be the west side of the street. For east-west streets, the on-street parking shall be the north side of the street.** This is a general rule – there are and will be exceptions. Housing density & location (which side of the streets has the most homes) can create an exception.

Parking in the City of Martinsville is the responsibility (Article IV. Sec.78 - 171thru 183 – Stopping, Standing and Parking) of the Police Department and Board of Public Works & Safety.