

Martinsville Board of Works and Safety
Meeting Agenda
Monday, August 25, 2025
6:30 PM - City Hall, Council Chambers (Room 202)

THE CITY OF
Martinsville
INDIANA



Call to Order

Roll Call

Consideration of the Minutes

- A. Minutes of the August 11, 2025, Board of Works and Safety Meeting

New Business

- A. Opening of Bids for General Contractor - CR Schiefer Art Project
- B. Consideration of the Recommendation for the Awarding of the Bid for the Construction of Performers' Restroom and Storage Space at The Venue
- C. Consideration of Change Order Number 1 - Wallace Construction
- D. Consideration of Change Order Number 3 - Banning Engineering
- E. Consideration of Change Order Number 4 - Banning Engineering
- F. Consideration of Change Order Number 5 - Banning Engineering

Sewer Adjustment Applications

- A. Sewer Adjustment Applications for August 25, 2025

Next Regular Meeting

- A. The next regular meeting will be on Monday, September 8, 2025, beginning at 6:30 PM in the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, IN

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, 995 Rogers Road, Martinsville, IN, 46151, 765-342-6012, as soon as possible, but no later than 48 hours before the scheduled event.

**MARTINSVILLE BOARD OF WORKS & SAFETY
MARTINSVILLE INDIANA
MORGAN COUNTY, INDIANA
MONDAY, AUGUST 11, 2025**

CALL TO ORDER

Mayor Costin called the meeting to order.

ROLL CALL

Kenny Costin, Mayor - Present
Kelly Bray, Board Member - Present
John Lillywhite, Board Member - Present
Stacey Williams, Deputy Clerk Treasurer - Present
Dale Coffey, Attorney - Present

MINUTES

Mayor Costin presented the Minutes from the Board of Works meeting of Monday, July 28, 2025. A motion to approve the minutes as presented was made by Kelly Bray. The motion was seconded by John Lillywhite. The motion passed 3-0.

BID OPENING

Opening of bids for the Construction of Performers' Restroom and Storage Space at the Venue
Director of Planning and Engineering, Gary Oakes, presented 1 bid to the board for consideration.

JTH Construction - \$84,900.00
No action was taken at this time.

NEW BUSINESS

Consideration of Claims – Owner occupied Grant program – Ara

Executive Assistant, Mack Porter, presented the claims. He reminded the board that these claims were being paid from grant money and not taxpayer dollars. A motion to approve the claims was made by Kelly Bray. The motion was seconded by John Lillywhite. The motion passed 3-0.

Consideration of Special Event/Street Closing Application – Fallen Riders Ride

Executive Assistant, Mack Porter, presented the application to close Jefferson St between Morgan and Pike on Saturday, September 20 from 1-8pm. Discussion ensued. A motion to approve the application was made by Kelly Bray. The motion was seconded by John Lillywhite. The motion passed 3-0.

SEWER ADJUSTMENT APPLICATIONS

30 Hart's Way - \$43.92
1390 S. Harriet St - \$221.82

A motion to approve the adjustments as submitted was made by John Lillywhite. The motion was seconded by Kelly Bray. The motion passed 3-0.

The next regularly scheduled Board of Works meeting will be Monday, August 25, 2025.

ADJOURNMENT

There being no further business, Mayor Costin declared the meeting adjourned.

**MARTINSVILLE BOARD OF WORKS & SAFETY
MARTINSVILLE INDIANA
MORGAN COUNTY, INDIANA
MONDAY, AUGUST 11, 2025**

Name		Signature
Kelly Bray, Member	Aye ☐ Nay ☐ Abstain ☐	
John Lillywhite, Member	Aye ☐ Nay ☐ Abstain ☐	
Kenny Costin, Mayor	Aye ☐ Nay ☐ Abstain ☐	
ATTEST		
Name	Signature	Date
Benjamin K. Merida, Clerk-Treasurer		



P O BOX 1432
MARTINSVILLE, IN 46151
PHONE: 317-422-5356 FAX: 317-422-5296

CONSTRUCTION WORK ORDER REQUEST

CWOR# 1

PROJECT NAME: Martinsville Phase 4

DATE: 8-18-25

LOCATION: Plaza Dr.

JOB NUMBER: 225148C

CONTRACTOR: Wallace Construction

SCOPE OF WORK:

Adding mono sidewalk from Plaza Dr to Dr. Wells office.

640' x 5' (3,200 sq ft)

Reason:

COST: \$ 33,701.27

1. All work performed and/or to be performed per this properly executed Construction Change Work Order Request shall be subject to all terms and conditions as set forth in the Contractor Agreement.
2. The contractor shall submit substantiating documentation for all work including material and labor.
3. This properly executed Construction Change Work Order Request authorizes the contractor to complete only that work as described above.

Wallace Construction

Zach Brummett
Manager/Officer

[Signature]
Signature

8-18-25
Date

Wallace Construction, Inc.

Contractor

Signature

Date

Project Owner/Owner Representative

Signature

Date

SECTION 00 63 63 - CHANGE ORDER NO. 3

Owner: City of Martinsville, Indiana Owner's Project No.:
 Engineer: Banning Engineering Engineer's Project No.:
 Contractor: Striegel Design and Construction, Inc. Contractor's Project No.:
 Project: Levee Improvements Project
 Contract Name: City of Martinsville – South Levee
 Date Issued: Effective Date of Change Order:

The Contract is modified as follows upon execution of this Change Order:

Description:

See attached description and justification.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 11,011,011.00	Original Contract Times: Substantial Completion: 337 days (June 27, 2025) Ready for final payment: 485 days (November 21, 2025)
Increase from previously approved Change Orders No. 1 to No. 2: \$ 290,871.90	Increase from previously approved Change Orders No. 1 to No. 2: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: \$ 11,409,212.90	Contract Times prior to this Change Order: Substantial Completion: 337 days (June 27, 2025) Ready for final payment: 485 days (November 21, 2025)
Increase this Change Order: \$ 5,561.00	Increase this Change Order: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price incorporating this Change Order: \$ 11,414,773.90	Contract Times with all approved Change Orders: Substantial Completion: 337 days (June 27, 2025) Ready for final payment: 485 days (November 21, 2025)

By: <u>Can Shipley</u>	Recommended by Engineer (if required)	By: <u>deep</u>	Authorized by Contractor
Title: <u>Construction Engineering - Project Engineer</u>		Title: <u>Striegel Design & Construction - Owner</u>	
Date: <u>6/9/25</u>		Date: <u>secretary</u>	
By: _____	Authorized by Owner	By: _____	Approved by Funding Agency (if applicable)
Title: <u>Director of Planning & Engineering</u>		Title: _____	
Date: _____		Date: _____	

EICDC® C-941, Change Order.

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Confidence in the built environment.

City of Martinsville, Indiana
Levee Improvements Project
Phase II – South Levee
Change Order No. 3 Justification
June 9, 2025

Issue #1 (On-site Visual Alarm)

Discussions have been brought up regarding a visual light being requested at the south levee gateway structure, in order to provide visual notification to the City if the sluice gates are functioning properly. The changes in work include trenching completed by Striegel, equipment provided by Maxim, and installation completed by InPwr Inc. The contractor provided a price for the proposed changes in the amount of \$5,561.00. The cost adjustment to the contract for this change order item is an increase of \$5,561.00.

Item	Description	Unit	Quantity	Unit Price	Amount
C03	Red/Green Light Sluice Gate Visual Alarm	LS	1	\$5,561.00	\$5,561.00
Total Change Order Amount					\$5,561.00



SECTION 00 63 63 - CHANGE ORDER NO. 4

Owner: City of Martinsville, Indiana Owner's Project No.:
 Engineer: Banning Engineering Engineer's Project No.:
 Contractor: Striegel Design and Construction, Inc. Contractor's Project No.:
 Project: Levee Improvements Project
 Contract Name: City of Martinsville – South Levee
 Date Issued: Effective Date of Change Order:

The Contract is modified as follows upon execution of this Change Order:

Description:

See attached description and justification.

Change In Contract Price	Change In Contract Times
Original Contract Price: \$ 11,011,011.00	Original Contract Times: Substantial Completion: 337 days (June 27, 2025) Ready for final payment: 485 days (November 21, 2025)
Increase from previously approved Change Orders No. 1 to No. 3: \$ 403,762.90	Increase from previously approved Change Orders No. 1 to No. 3: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: \$ 11,414,773.90	Contract Times prior to this Change Order: Substantial Completion: 337 days (June 27, 2025) Ready for final payment: 485 days (November 21, 2025)
Increase this Change Order: \$ 290,441.08	Increase this Change Order: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price Incorporating this Change Order: \$ 11,705,214.98	Contract Times with all approved Change Orders: Substantial Completion: 337 days (June 27, 2025) Ready for final payment: 485 days (November 21, 2025)

Recommended by Engineer (if required)

By: Cam Shipley

Title: Construction Engineering - Project Engineer

Date: 8/5/25

Authorized by Owner

By: _____

Title: Director of Planning & Engineering

Date: _____

Authorized by Contractor

Allyson Striegel

Striegel Design & Construction - Owner

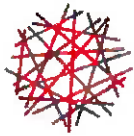
8-4-25

Approved by Funding Agency (if applicable)

EJCDC® C-941, Change Order.

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Confidence in the built environment.

City of Martinsville, Indiana
Levee Improvements Project
Phase II – South Levee
Change Order No. 4 Justification
August 1, 2025

Issue #1 (Undercutting)

The contractor was required to undercut a portion of the existing soil beneath the new pump house, gateway structure, and 60" RCPs, due to the soil being in poor condition, as determined by Terracon who performed the soil sampling. The unsuitable soil was excavated and replaced by #2 and #53 stone to achieve proper compaction for load bearing. The changes in work included the amount of additional stone installed to replace the poor soil that was excavated. Approximately 246.09 cubic yards of #53 stone and 218.26 cubic yards of #2 stone were installed beneath the structures that required undercutting. This resulted in approximately 464.35 cubic yards of additional stone. Undercutting and additional stone were also required at various RCP culverts and the box culvert within Nutter Ditch. Only #2 stone was installed beneath the structures within Nutter Ditch. Approximately 40.18 cubic yards of additional stone were installed beneath the RCP culverts and approximately 105 cubic yards of additional stone beneath the new box culvert. The changes resulted in 609.53 cubic yards of additional stone to replace undercutting. The contractor provided a price for the proposed changes in the amount of \$85,334.20. **The cost adjustment to the contract for this change order item is an increase of \$85,334.20.**

Issue #2 (Railroad Vac & Bentonite)

An existing AT&T underground fiber line runs parallel to the railroad tracks. AT&T required the contractor to stop sheeting short of the underground fiber line, at least 2 feet in every direction. The contractor used a vac truck to excavate material to 2 feet above the existing fiber, then poured bentonite within the void and beneath the sheeting to prevent the sheeting from disturbing the existing fiber line. The contractor provided a price for the proposed changes in the amount of \$4,600.00. **The cost adjustment to the contract for this change order item is an increase of \$4,600.00.**

Issue #3 (Stone from Retaining Wall to RR Tracks)

The City requested that the Contractor place additional stone around the railroad flood wall for ease of equipment/vehicle entry and access. Assuming that in situations where the floodwall needs to be installed, the area will likely be wet. The additional stone in the area will provide a more stable and dry surface to set equipment when installing the flood wall. The contractor provided a price for the proposed changes in the amount of \$2,800.00. **The cost adjustment to the contract for this change order item is an increase of \$2,800.00.**

Issue #4 (Weekend Concrete)

The contractor is requesting additional money to cover concrete and labor costs for pouring on a Saturday and Sunday. The cost of the concrete was an additional \$4,100.00. The additional cost of labor on a Saturday totaled \$7,400.00, with 74 total hours of work at a \$100/hr rate. The additional cost of labor on a Sunday totaled \$8,800.00, with 44 total hours of work at a \$200/hr rate. The contractor provided a price for the proposed changes in the amount of \$20,300.00. **The cost adjustment to the contract for this change order item is an increase of \$20,300.00.**



Issue #6 (Storage Pole Barn with Stone Pad)

The City requested that the contractor install a pole barn to house the removable aluminum panels and equipment needed for the flood closure wall at the railroad tracks. The barn was installed at the south end of the levee and can be accessed via stone drive off Candice Court. The barn is constructed of dark green aluminum panels with a white roof. The building has large sliding doors on the north and south ends for drive through accessibility and panel loading. The contractor provided a price for the proposed changes in the amount of \$33,956.38. **The cost adjustment to the contract for this change order item is an increase of \$33,956.38.**

Issue #7 (Access Drive Removal)

The City representative requested that the original proposed access drive off Robin Road be removed upon use. The City requested that the new access drive be relocated off Candice Court. This change order item includes the removal of stone and placement of dirt/fill back in its place. The contractor provided a price for the proposed changes in the amount of \$36,250.00. **The cost adjustment to the contract for this change order item is an increase of \$36,250.00.**

Issue #8 (Culvert & End Sections)

The contractor installed a 12" culvert across the new access drive off Candice Court. This culvert allows runoff to travel beneath the drive and across the farm ground before entering Nutter Ditch. The culvert will help prevent standing water from accumulating. End sections were installed at both ends of the culvert to prevent scouring, erosion, and direct runoff through the culvert. The additional material cost for the culvert pipe is \$70/ft, with the pipe being 40 feet long, the total is \$2,800.00. The cost of the end sections is \$235/each, totaling \$470.00. The contractor provided a price for the proposed changes in the amount of \$3,270.00. **The cost adjustment to the contract for this change order item is an increase of \$3,270.00.**

Issue #9 (Candice Court Additional Stone)

The contractor installed a new stone access drive off Candice Court. As previously mentioned, the original access drive off Robin Road was removed and relocated. The contractor provided a price for the additional stone in the amount of \$6,500.00. **The cost adjustment to the contract for this change order item is an increase of \$6,500.00.**

Issue #10 (Additional Seeding & Grading)

The contractor completed additional grading in the area where the originally proposed access road off Robin Road was removed. Additional dirt was brought in, due to the stone for the drive being cut in approximately 8 inches, and the area was reseeded. The contractor also reseeded in several locations along the levee, due to a few areas of grass being killed from farmers spraying their crops. The contractor provided a price for the proposed changes in the amount of \$8,900.00. **The cost adjustment to the contract for this change order item is an increase of \$8,900.00.**

Issue #11 (Manhole Barrel Section, Casting, and Air Release Valve)

An existing air release structure near the south end of the levee was hit with a piece of equipment. The structure was installed as a part of a previous project by a different contractor. The structure was left above grade but covered up with a mound of dirt so the structure could not be seen. The contractor working on the south levee project was completing grade work when they hit the structure. The manhole barrel section of the structure, casting, and air release valve were all replaced. The contractor

provided a price for the proposed changes in the amount of \$4,600.00. **The cost adjustment to the contract for this change order item is an increase of \$4,600.00.**

Issue #12 (Pump House Block Wall Painting)

The City of Martinsville elected to not paint the interior block wall of the new pump house. The contractor applied a credit for the proposed changes in the amount of \$(11,200.00). **The cost adjustment to the contract for this change order item is a decrease of \$11,200.00.**

Issue #13 (Railroad Panel Modification)

The center removable aluminum panel for the railroad floodwall sat too high when in place. The panel was shipped back to the shop for modification and then sent back to the site for installation. The contractor provided a price for the proposed panel modifications and transportation in the amount of \$3,187.00. **The cost adjustment to the contract for this change order item is an increase of \$3,187.00.**

Issue #14 (Chain Link Fence & Swing Gates)

The City of Martinsville would like to install fencing along the south end of the levee to impede access onto the top of the levee. Approximately 280 feet of 6-foot black vinyl chain link fence will be installed just north of the Candice Court cul-de-sac. A 24-foot swing gate will be installed across the access drive to prevent easy accessibility and locking capabilities. Three more 20-foot swing gates will be installed on the south portion of the levee, one at the railroad crossing, and two more at the access drive north of the railroad tracks going across the levee. Three more swing gates are proposed for the north levee project, one 20-foot gate north of SR39 across the access drive, one 15-foot swing gate south of SR39 to limit access to Pump Station #1, and one 15-swing gate across the North Park Street access drive on the City side of the levee to limit access to Pump Stations #2, #3, and #4. The fence and gates will be installed by a sub-contractor. The cost for the installation of the fence is \$117.50/foot in material with \$15/foot in labor. The swing gate installation costs are: 24-foot gates at \$6,785 each, 20-foot gates at \$6,190 each, and 15-foot gates at \$5,720 each. All swing gate installations have a \$500/gate labor charge. The contractor provided a price for the proposed changes in the amount of \$91,943.50, which includes a 10% mark-up. **The cost adjustment to the contract for this change order item is an increase of \$91,943.50.**

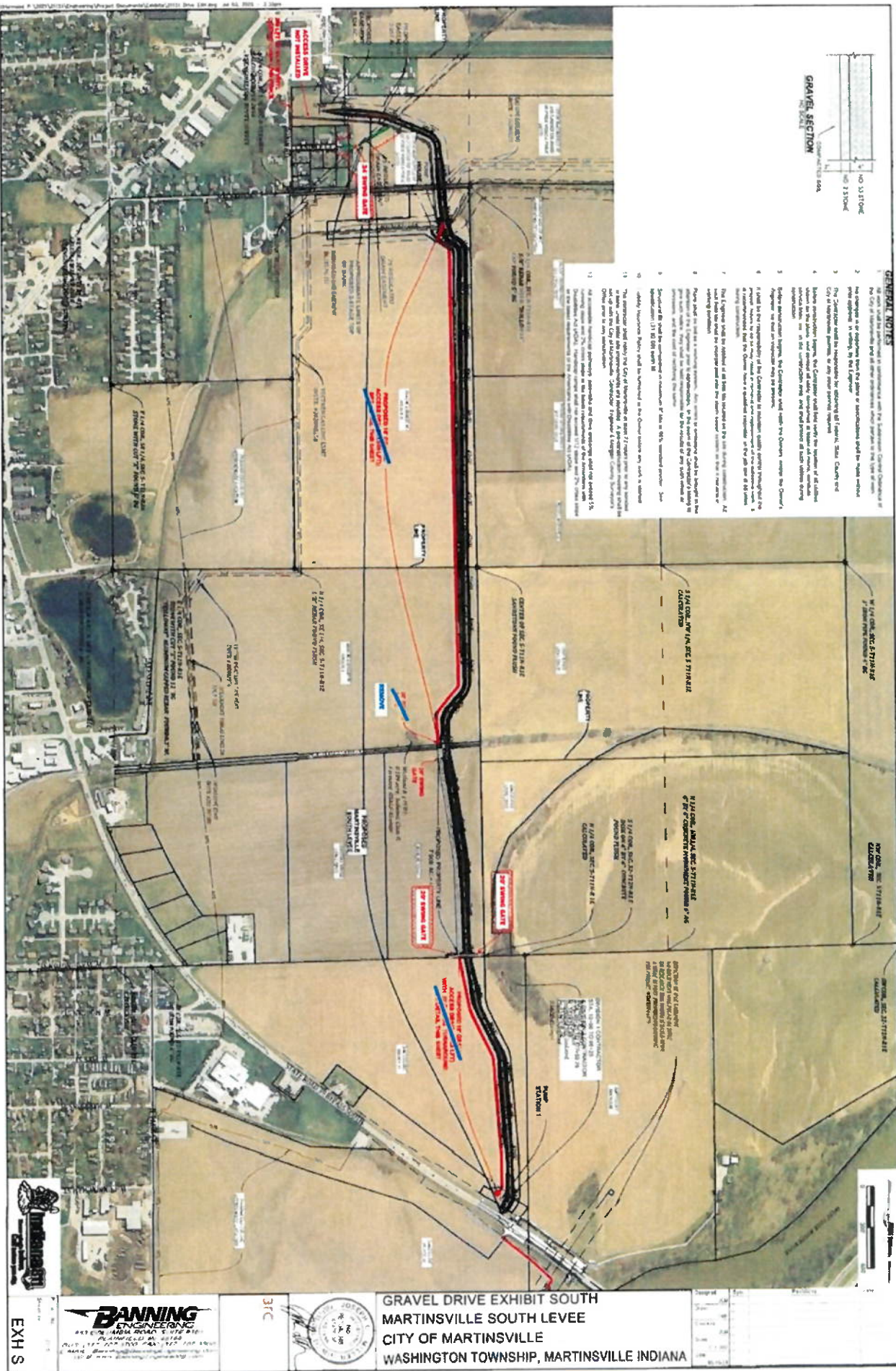
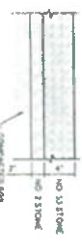
Item	Description	Unit	Quantity	Unit Price	Amount
C04-1	Undercutting	CYS	609.53	\$140.00	\$85,334.20
C04-2	Railroad Vac & Bentonite	LS	1	\$4,600.00	\$4,600.00
C04-3	Stone from Retaining Wall to RR Tracks	LS	1	\$2,800.00	\$2,800.00
C04-4	Weekend Concrete	LS	1	\$20,300.00	\$20,300.00
C04-5	Storage Pole Barn with Stone Pad	LS	1	\$33,956.38	\$33,956.38
C04-6	Access Drive Removal	LS	1	\$36,250.00	\$36,250.00
C04-7	Culvert & End Sections	LS	1	\$3,270.00	\$3,270.00
C04-8	Candice Court Additional Stone	LS	1	\$6,500.00	\$6,500.00
C04-9	Additional Seeding & Grading	LS	1	\$8,900.00	\$8,900.00
C04-10	Manhole Barrel Section, Casting, and Air Release Valve	LS	1	\$4,600.00	\$4,600.00
C04-11	Pump House Block Wall Painting	LS	1	(\$11,200.00)	(\$11,200.00)
C04-12	Railroad Panel Modification	LS	1	\$3,187.00	\$3,187.00
C04-13	Chain Link Fence & Swing Gates	LS	1	\$91,943.50	\$91,943.50
Total Change Order Amount					\$290,441.08



GENERAL NOTES

1. The City of Martinsville is responsible for the design and construction of the gravel drive and the associated infrastructure.
2. The City of Martinsville is responsible for the design and construction of the gravel drive and the associated infrastructure.
3. The City of Martinsville is responsible for the design and construction of the gravel drive and the associated infrastructure.
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11. The City of Martinsville is responsible for the design and construction of the gravel drive and the associated infrastructure.
12. The City of Martinsville is responsible for the design and construction of the gravel drive and the associated infrastructure.

GRAVEL SECTION



**GRAVEL DRIVE EXHIBIT SOUTH
MARTINSVILLE SOUTH LEVEE
CITY OF MARTINSVILLE
WASHINGTON TOWNSHIP, MARTINSVILLE INDIANA**

BANNING
ENGINEERING
P.L.L.C.
1111 N. 10TH ST.
MARTINSVILLE, IN 47557
TEL: 765.225.1111
WWW.BANNINGENGINEERING.COM

EXH S

SECTION 00 63 63 - CHANGE ORDER NO. 5

Owner: City of Martinsville, Indiana Owner's Project No.:
 Engineer: Banning Engineering Engineer's Project No.:
 Contractor: Striegel Design and Construction, Inc. Contractor's Project No.:
 Project: Levee Improvements Project
 Contract Name: City of Martinsville – South Levee
 Date Issued: Effective Date of Change Order:

The Contract is modified as follows upon execution of this Change Order:

Description:

Three (3) air relief valves are needed on the three (3) suction pumps in order to relieve air from the stand pipe during the initial pump start-up.

Change in Contract Price	Change in Contract Times
Original Contract Price:	Original Contract Times:
\$ 11,011,011.00	Substantial Completion: 337 days (June 27, 2025)
	Ready for final payment: 485 days (November 21, 2025)
Increase from previously approved Change Orders No. 1 to No. 4:	Increase from previously approved Change Orders No. 1 to No. 3:
\$ 694,203.98	Substantial Completion: 0 days
	Ready for final payment: 0 days
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 11,705,214.98	Substantial Completion: 337 days (June 27, 2025)
	Ready for final payment: 485 days (November 21, 2025)
Increase this Change Order:	Increase this Change Order:
\$ 3,762.00	Substantial Completion: 0 days
	Ready for final payment: 0 days
Contract Price Incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ 11,708,976.98	Substantial Completion: 337 days (June 27, 2025)
	Ready for final payment: 485 days (November 21, 2025)

Recommended by Engineer (if required)
 By: Con Striegel
 Title: Construction Engineering - Project Engineer
 Date: 8/19/25

Authorized by Contractor
Alexandria Striegel
 Striegel Design & Construction - Owner

Authorized by Owner
 By: _____
 Title: Director of Planning & Engineering
 Date: _____

Approved by Funding Agency (if applicable)

Striegel Design & Construction Inc.

50 North County Road 650 West

Medora, Indiana 47260

(812) 528-1095

montestriegel@yahoo.com

8-19-25

Martinsville Change Order Proposal

Bastin Logan air release valves:	\$3,420
Mark up (10%)	\$342

TOTAL: \$3,762

SEWER ADJUSTMENT APPLICATION

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

Account Number 3 14500 00 Date Aug 5, 2025
Name Brian Blakley Phone 765-341-8443
Email Address allpm11c@gmail.com
Service Address 340 S. Ohio St.
Month of Excessive Bill 5/1/25 - 10/2/25 Excessive Bill Amount 726.37
Did the water pass through the sewer? Yes ☒ Yes ☐ No
Detailed description of leak Busted main line in basement

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

Name Blakley Restoration Phone 765-315-8178
Address 290 E Harrison

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0
Excessive Usage 440 Excessive Sewer Amount \$502.81
Average Usage 214 Average Sewer Amount \$248.33

Requested Adjustment Amount \$254.48

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 Wed 8/6/2025 3:53 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 130484004

Date 8/6/2025

Name John Tran

Phone Number 270-314-1293

Email Address Chemchetem@yahoo.com

Service Address 1149-1159 East Gray Street

City Martinsville

State IN

Zip Code 46151

Month of Excessive Bill 06/23/2025-07/21/2025

Excessive Bill Amount \$501.92

Did the water pass through the sewer? No

Detailed description of leak The water was leaked through a broken pipe and was repaired by my manager.

Repair Company Information

Name John Tran

Phone 2703141293

Address 330 Links Cove

City Owensboro

State KY

Zip Code 42303

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

** No receipt provided. Owner repaired.*

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months 1

Excessive Usage 269 Excessive Sewer Amount \$310.26

Average Usage 68 Average Sewer Amount \$83.94

Requested Adjustment Amount \$226.32

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 -