

Minutes of Regular Meeting Of Homecroft Town Council

Thursday, May 26, 2022 – 7:00 P.M.
Homecroft Town Hall – 1400 Tulip Dr.

Present:

Mr. Zachary Frizzell – Council President
Mr. Robert Lutz - Town Attorney
Mrs. Melissa May – Council Member
Mr. Bryan Wolfe – Council Member

Mr. Kevin Kehlbeck –Clerk/Treasurer
Mrs. Susan Fleck-Council Vice President
John Ryan, Jr. - Homecroft P.D.
*Chief James Leonard - Homecroft P.D.
Asst. Chief David Hodge – Homecroft P.D.

*Not Present

1. Call to Order – 7:00 pm - Mr. Zachary Frizzell. Pledge of Allegiance was recited.

The Clerk/Treasurer's report: **Kevin Kehlbeck**

1. A motion was made by Mrs. Fleck to approve the April 28, 2022 minutes for the Regular Council Meeting; motion was seconded by Mr. Wolfe. The motion carried.
2. A motion was made by Mrs. Fleck to approve the Claims for April 29, 2022 thru May 26, 2022. Mrs. May seconded the motion. The motion carried.

Public Works Report – **Melissa May**

1. (Attached)

Special Projects Report - **Susan Fleck**

1. (Attached)

Police Department Report - **Bryan Wolfe**

1. (Attached) Also looking into body worn cameras.

Asst. Chief Hodge –

1. \$8,200 in Donations currently received for National Night Out.
2. Last remaining Crown Vic Police vehicle sold (\$1,500).
3. Jason Holland has retired from HPD.

Upcoming events: National Night Out – August 02, 2022.

Old Business –

1. None

New Business–

1. Insurance Agents Kevin Wheeler and David Paul did a review of the Town's insurance policy. Several items were identified for clarification.
2. Asst. Chief Hodge was recognized for outstanding work in administering the Town Easter Egg Hunt-2022.

Public Comments- None

Council President Remarks - None

Zachary Frizzell

A motion to adjourn the meeting was made by Mrs. Fleck @ 9:25 pm; the motion was seconded by Mrs. May. The motion carried.

Next Regular Meeting: –Thursday May 26, 2022 – 7:00 PM – 1400 Tulip Dr. (Town Hall)



Zachary Frizzell
Homecroft Town Council President



Kevin Kehlbeck
Homecroft Clerk/Treasurer



Town of Homecroft
Indiana



April 2022

Police Liaison Report to the Town Council

16 Members of the Homecroft Police Department contributed 677 cumulative hours protecting and serving residents and visitors of the town in April 2022.

While patrolling 5,080 miles, officers wrote 110 town ordinance tickets, 12 state tickets, issued 110 warnings, and completed 6 crash reports. Their enforcement efforts resulted in 12 vehicles towed. They oversaw 63 total calls for service and assisted with 95 other calls for service. Most of these service calls were agency assist runs helping the Indianapolis Metropolitan Police Department with calls in the vicinity of town.

Officers investigated a suspicious person call in the 1700 block of Tulip Drive; the call involved a suspicious person behind the houses at that location. The suspect made it over the railroad tracks and was apprehended by officers in the 2100 block of East Southport Road; he had a warrant out of Johnson County.

HPD Officer Andy Upton was named the Officer of the Quarter for Q1 2022. Congratulations to Andy.

In April, members of the Police Department assisted with the Homecroft Easter Egg Hunt on April 1, 2022. All of the hidden eggs were collected within 7 minutes. Photos were taken with the Easter Bunny at the Town Hall.

Monthly training was conducted with Deputy Prosecutor Sharon Ely who hosted a question and answer session with HPD officers; in addition, Captain Gregory and Lt. Dunn conducted firearms inspections and cleaning for all issued weapons.

Background Investigations continue for the 15 applications received during the hiring process that ended last month. Background investigations remain in progress, and interviews will be scheduled for those who pass background investigations.

Respectfully Submitted,

Bryan Wolfe, Police Liaison
Homecroft Town Council

4.28.22 Report to Town Council - Susan Fleck - Special Projects

- **Town Newsletter** will be ready to send to Zach to email by the end of the weekend. Topics include: Community Sale, Aw'sum Snowballs, National Night Out, interview with Officer Andrew Upton, Homecroft Elementary movie night, Homecoming parade, Public Works report, Police report, 311 and 911 info, non-emergency police number, meeting dates, municipal code on website, councilors' email addresses, etc.

Continuing to promote the following on social media:

- **Homecroft Community Sale** is set for Friday, June 17, 7AM - 4PM and Saturday, June 18, 7AM - 2 PM. Christa DeJesus, 6755 Orinoco, made some graphics I will use to promote. Will put out a map of sales as people notify me they will be hosting one. Should we run an ad or anything in the Southside papers?
- **Aw'sum Snoballs** - In conjunction with the Community Sale I have reached out to Aw'sum Snoballs to be at the shelter from noon- 2PM on Saturday, June 18. I wonder if we can get officers there like last year? It's a good way for the community to talk with the officers. (No sunglasses please! Let them see your friendly eyes!)

I have made no progress on obtaining an Easter Bunny suit. The offerings on Amazon right now are not the quality I would like.

Public Works Report
May 2022
Melissa May

Potholes in the town have been filled.

The street lights along Madison Avenue that were damaged or not working properly have been repaired by AES.

Chris has been contacted to clean the streets along the curbs to remove the plant and other debris that has collected.

I have received budget-level construction costs from Shrewsbury and Crossroads to address the issues at Loretta and the frontage road along Madison. We will use these estimates to determine if we have enough money in the town's budget to apply for grants to cover the costs of these repairs in the near future or if we need to wait until we've saved more money.



May 16, 2022

Town of Homecroft
Melissa May
P.O. Box 47123
Indianapolis, IN 46247

Estimated Project Development and Construction Cost for 2022-1 CCMG Pavement Projects

Loretta Drive from 260' W of S Madison Ave. (frontage road) to S Madison Ave (frontage road) – 0.05 mile
Orinoco Avenue from Maynard Drive to E Loretta Drive – 0.08 mile

Shrewsberry is providing a fee proposal to assist the Town of Homecroft with roadway design, preparation of bid documents, procurement, and administration of Homecroft’s 2022-1 CCMG projects listed above. Our scope of work and fee are provided in Attachment “A”.

We have developed preliminary construction cost for two alternatives for each of these projects, including:

- Alternative 1: Full depth patching as necessary and a minor structural overlay
 - 4” HMA Milling, 1.5” HMA surface on 2.5” HMA intermediate
- Alternative 2: Pavement removal and full depth reconstruction, including:
 - Full depth pavement removal, 1.5” HMA surface on 2.5” HMA intermediate on 6” HMA base

Please note that both projects require the reconstruction of existing curb ramps that are non-compliant (per INDOT requirements). The ramps at Orinoco and Loretta are being replaced as part of DPW project ST-22-100 and are therefore excluded from the estimated cost. The Orinoco project also includes drainage corrections – the addition of inlets – to address drainage issues observed on the site.

Nearly 45% of the Orinoco Avenue project was identified as requiring full depth patching, therefore, we recommend consideration of full depth pavement reconstruction as the cost are comparable and the result will be a better product.

Summary of Estimated Construction Cost:

	Loretta Drive	Orinoco Avenue
Alternative 1 – Minor Structural Overlay	\$74,000	\$191,000
Alternative 2 – Full Depth Reconstruction	\$112,500	\$197,000

**Note: Construction estimates include 20% contingency*

Shrewsberry proposes to complete this work for both projects for a lump sum fee of **\$20,300**.

If completed separately, the fee to complete only the Loretta Drive project would be a lump sum fee of **\$9,300**.

Feel free to contact me with any comments or questions at (812) 483-1824 or swill@shrewsusa.com.

Sincerely,

Shawn Will, P.E., PMP
Project Manger

Attachment "A"
TASK ORDER NO. 1 – SCOPE OF WORK

Shrewsberry will provide the Town of Homecroft with assistance in the preparation of roadway plans, bid documents, procurement, and administration of Homecroft's 2022-1 Community Crossing Matching Grant Program (CCMG) projects. The Town of Homecroft applied for funds from the first round of the Indiana Department of Transportation's (INDOT) CCMG program for 2022.

The scope of work is described as follows.

- I. The 2022-1 CCMG Projects will include the following road(s) that funding was applied for:
 - a. Loretta Drive from 250' west of S Madison Ave. to S Madison Ave. (0.05 mile)
 - b. Orinoco Ave. from Maynard Drive to Loretta Drive (0.08 mile)

- II. Shrewsberry will prepare road plans and quantities for the 2022-1 CCMG projects.

- III. Shrewsberry will prepare bid documents and technical specifications needed to bid the 2022-1 CCMG projects. This will include the following:
 - a. General Provisions.
 - b. Special Provisions (supplementing 2022 INDOT Standard Specifications).
 - c. Project Location Map(s).
 - d. Typical Sections.
 - e. Resurfacing and Signing Plans.
 - f. General Details.
 - g. Quantities.

- IV. Provide bid administration and procurement for the 2022-1 CCMG projects following the requirements of Indiana Code. This work will include:
 - a. Two (2) advertisements of a legal notice.
 - b. Tracking of plan holders.
 - c. Issuance of addendums and answer to bidder's questions (as required).
 - d. Attendance at a bid opening meeting.
 - e. Review of submitted bids, and recommendation to the Town of the lowest most responsive bidder.
 - f. Request to requisition INDOT Funds and issuance of Notice to Proceed.

- V. Shrewsberry will attend one (1) preconstruction conference regarding this work.

- VI. The following is excluded from the scope of work:
 - a. Construction administration or inspection.
 - b. Patching tables. Patching quantities and strip maps will be included in the technical specifications.
 - c. Design of pedestrian facilities including ADA curb ramps. It is assumed the contractor will design these in the field. Quantities for this work will be included.

- VII. Shrewsberry will complete all work described in this scope as follows:
 - a. Bid Procurement: 30 days from written notice to proceed.

- VIII. Shrewsberry will complete this work **for a lump sum fee of:**
 - a. **\$9,300 for Loretta Drive**
 - b. **\$11,000 for Orinoco Avenue (assuming both projects are advertised together)**

Town of Homecroft - Task Order No. 1 - 2022-1 CCMG Projects

Lawrence Project Manager: Melissa May

Des. No.: N/A
 Contract No: N/A

Const. Est.: \$271,000

Location: Town of Homecroft - Loretta Drive and Orinoco Avenue

Letting: N/A



Task Description	Estimated Hours and Category Rates										Subconsultant or Vendor	Expenses	Total		
	Eng 6	Eng 5	Eng 4	Eng 2	Eng 1	Constr. Insp. 3	Des 3								
Road Design - Loretta Drive															
Prepare Quantities and Update Engineer's Estimate			2	8										\$	1,324.38
Roadway Design & Plan Preparation			2	12										\$	1,804.10
Prepare Technical Specifications and Bid Documents	1		10	4							8			\$	2,946.33
Bid Administration and Procurement			4											\$	150.00
Attendance at Preconstruction Meeting			4											\$	729.88
	1	0	20	36	0	0	0	0	0	0	8			\$	9,259.11
	Rounded Subtotal =													\$	9,300.00
Road Design - Orinoco Avenue															
Prepare Quantities and Update Engineer's Estimate			2	8										\$	1,324.38
Roadway Design & Plan Preparation			4	16										\$	2,648.76
Survey														\$	3,500.00
Prepare Technical Specifications and Bid Documents	1		2	8							4			\$	2,009.53
Bid Administration and Procurement			4	2										\$	150.00
Attendance at Preconstruction Meeting			2											\$	1,119.74
	1	0	14	34	0	0	0	0	0	0	4			\$	364.94
	Rounded Subtotal =													\$	10,967.35
	Rounded Subtotal =													\$	11,000.00
	Total =													\$	20,300.00

**City of Homecroft - Loretta and Madison Drainage Improvements
Engineer's Estimate**

Item number	Description	Quantity	Unit	Unit Price	Total
1	Construction Engineering	1	LS	\$5,000.00	\$5,000.00
2	Mobilization and Demobilization	1	LS	\$15,000.00	\$15,000.00
3	Curb, Concrete, Remove	285	LFT	\$15.00	\$4,275.00
4	Sidewalk, Concrete, Remove	14	SYS	\$25.00	\$350.00
5	Structure Backfill, Type 1	21	CYS	\$50.00	\$1,050.00
6	Compacted Aggregate No. 53	24	CYS	\$50.00	\$1,200.00
7	HMA Full Depth Patching Type B	54	TON	\$160.00	\$8,640.00
8	Milling, Asphalt, 1.5 IN	647	SYS	\$5.00	\$3,235.00
9	QC/QA HMA 3, 64, Surface, 9.5 mm	53	TON	\$95.00	\$5,035.00
10	Joint Adhesive, Surface	225	LFT	\$1.00	\$225.00
11	Asphalt for Tack Coat	1	TON	\$600.00	\$600.00
12	Sidewalk, Concrete	6	SYS	\$175.00	\$1,050.00
13	Curb Ramp, Concrete	6	SYS	\$250.00	\$1,500.00
14	Detectable Warning Surfaces	3	SYS	\$350.00	\$1,050.00
15	Curb, Concrete	285	LFT	\$60.00	\$17,100.00
16	Mobilization and Demobilization for Seeding	1	EA	\$300.00	\$300.00
17	Mulching Seeding, U	144	SYS	\$5.00	\$720.00
18	Pipe, Type 2, Circular, 12 IN	139	LFT	\$60.00	\$8,340.00
19	Inlet, C15	1	EA	\$3,500.00	\$3,500.00
20	Inlet, B15	1	EA	\$3,500.00	\$3,500.00
21	Maintaining Traffic	1	LS	\$10,000.00	\$10,000.00
22	Transverse Marking, Thermoplastic, Stop Bar, 24 IN	24	LFT	\$10.00	\$240.00
				Subtotal	\$91,670.00
				20% Contingency	\$18,334.00
				Total	\$110,004.00

**City of Homecroft - Loretta and Madison Drainage Improvements
Stormwater Items Estimate**

Item number	Description	Quantity	Unit	Unit Price	Total
3	Curb, Concrete, Remove	245	LFT	\$15.00	\$3,675.00
5	Structure Backfill, Type 1	21	CYS	\$50.00	\$1,050.00
6	Compacted Aggregate No. 53	24	CYS	\$50.00	\$1,200.00
7	HMA Full Depth Patching Type B	54	TON	\$160.00	\$8,640.00
15	Curb, Concrete	245	LFT	\$60.00	\$14,700.00
16	Mobilization and Demobilization for Seeding	1	EA	\$300.00	\$300.00
17	Mulching Seeding, U	136	SYS	\$5.00	\$680.00
18	Pipe, Type 2, Circular, 12 IN	139	LFT	\$60.00	\$8,340.00
19	Inlet, C15	1	EA	\$3,500.00	\$3,500.00
20	Inlet, B15	1	EA	\$3,500.00	\$3,500.00
21	Maintaining Traffic	1	LS	\$10,000.00	\$10,000.00
				Total	\$55,585.00