Town of Georgetown Regular Meeting September 15, 2025 At 6:30 P.M.

Pledge of Allegiance

Roll Call:

Council members present: Chris Loop, Brandon Hopf, Jason Parrish, Doug Wacker, and Matt Nolan.

Also attending: Julia Keibler, Haley James, Bob Woosley, Reny Keener, and Travis Speece.

Members not present: Kristi Fox.

Approval of Minutes

Doug Wacker made a motion to approve the regular Town Council Meeting Minutes from August 18, 2025. Seconded by Brandon Hopf and approved 5-0.

Agenda Items

Bid Opening - Sidewalk Improvements Phases III & IV Project

Bob Woosley opens the bids.

 Libs Paving:
 \$524,903.00

 Temple and Temple:
 \$496,160.00

 Excel Excavating:
 \$643,315.00

 TRC:
 \$1,098,550.00

 Riley's Excavating:
 \$787,787.87

 C & R Construction:
 \$453,250.00

 EZ Construction:
 \$715,350.00

Jason Parrish made a motion to go with the lowest bidder, EZ Construction contingent upon Bob Woosley's review and recommendation. Seconded by Matt Nolan and approved 5-0.

There is a grant for Phase IV.

Clerk Treasurer - Julia Keibler

AIM, the company we have health insurance through, has informed Julia Keibler the company will be issuing a Holiday Premium which is a one-time credit for the month of November due to decreased costs. Julia Keibler expects this will save us around \$13,000.00

Invoice Approvals:

C & R Construction - Pay App #3 & #4 - Marci Lane Drainage Project

Doug Wacker made a motion to approve Pay App # 3 for the Marci Lane Project for \$14,738.40. Seconded by Brandon Hopf and approved 5-0.

Brandon Hopf made a motion to approve Pay App #4 for the Marci Lane Drainage Project for release of retainage of \$13,472.30. Seconded by Chris Loop and approved 5-0.

LMH Architecture

Matt Nolan made a motion to approve paying LMH architecture invoice for \$29,150.00. Seconded by Brandon Hopf and approved 5-0.

TNT - Knob Hill Lift Station - Communications Device

Chris Loop made a motion to approve paying TNT's invoice #4083 for \$9,921.12 and for this to be paid from the WWCI Fund. Seconded by Matt Nolan and approved 5-0.

Haley Jame's Mileage

Chris Loop made a motion to approve the mileage for \$47.04 as reimbursement for Haley James's and for this to be paid out of the General Fund. Seconded by Brandon Hopf and approved 5-0.

Travis Speece - Chief of Police

The 2021 Tesla has been picked up and the new 2025 Ford Explorer has been delivered. We are waiting for the equipment to come in for the new 2025 Explorer. Firearms training will be coming up this month. Travis has two computers failing in the squad cars, but he plans to hold off until 2026 since he budgeted for it.

Town Manager - Reny Keener

Readi 2.0

We are working on submitting documents so this can be sent to the State for approval.

Lilly Foundation Grant

The state changed the scorecard and informed Reny Keener that the Town did not get approved. The Town can re-apply in 180 days.

SolN Tourism Grant

Documents have been submitted for the pickleball courts.

Homeland Security Grant

This grant is due September 24, 2025. This grant is for access control and cameras at Town Hall and Georgetown Park.

Floyd Memorial Foundation

The Town will be applying for this grant to help with construction cost for a community center in the basement of the new Town Hall. This will be used for senior activities.

Prosser - Intern

Reny Keener would like approval to hire a Prosser intern for landscaping and public works work. The student is a Georgetown resident. The placement would end November 7, 2025. They would be required to work Tuesday - Friday 11:00 A.M. – 2:00 P.M. which equals 12 hours a week. He will be paid \$15.00 an hour.

Chris Loop made a motion to approve hiring the Prosser intern. Seconded by Doug Wacker and approved 5-0.

Softball Field Materials

Matt Nolan made a motion to approve the quote for \$2,435.00 to purchase Softball field materials and for this to be paid for out of the General Fund. Seconded by Chris Loop and approved 5-0.

New Guardrail at Georgetown Park on Lois Lane

Doug Wacker made a motion to approve the quote from Idealshield for a new guardrail and hardware for \$2,461.60 and for this to be paid out of the Parks Fund. Seconded by Jason Parrish and approved 5-0.

Traffic Counter

Guerin Woods came to the Town Council meeting last month asking to lower the speed limit for their area. Indiana code requires anyone lowering a speed limit under 20 mph to conduct a

traffic study. If we do not do this traffic study any tickets written for speeding will not hold up in court. There will be an air tag attached to it for tracking purposes and it will be attached to a trailor.

Jason Parrish made a motion to approve purchasing the Bluetooth traffic counter form Jamar Tech for \$4,951.00 and for this to be paid from the MVH Fund. Seconded by Brandon Hopf and approved 5-0.

Town Attorney - Kristi Fox

Nothing to report.

Town Engineer - Bob Woolsey

7005 Windsong Court Drainage Project

Riley's was the low bidder for this project and has submitted quote for an additional issue. The adjoining owner upstream at 7003 Windsong Court has been experiencing some drainage issues associated with this same system. The channel needs to be cleaned out. Riley's has submitted a Change Order for \$9,000.00 to cover the adjacent property owner(s) request. Reny Keener thinks our utility workers can do this in house.

CCMG

We are waiting on Libs to finish the work on Frank Ott and Blossom. Bob Woosley will reach out to the contractor and see when they will be finished so he can close out the grant.

9210 St Rd 64

This item has been tabled to allow Bob Woosley to secure quotes.

Brookstone V

The developer did put in some asphalt diversion items but did not do the rest of the things that we had talked about. If there is significant rain, then there will still be a washout. The new detention basins have been cleaned out and fully restored.

Plan Commission

The board will be meeting on October 7, 2025.

Redevelopment Commission

The RDC made an amendment to the 2026 spending plan.

Agenda Items

Public Hearing for the 2026 Budget

The public hearing for the 2026 Budget has been opened.

Everything has been submitted to the DLGF and we had no issues. We had a 4% increase in our tax levy but because of tax caps, \$42,000.00 of that will not be coming back to the Town.

There are no public comments.

The public hearing portion for the 2026 Budget is closed.

Bakertilly - Sewer Financial Management Report

Jessica Lynch is a director with Bakertilly and presented the annual 2024 Sewer Financial Management Report. There is now an executive summary on page 1 of the report. Overall, the sewage works is doing very well. There are minimum balances that are required because of the bonds that were issued in 2018, and we are above those recommended reserves. It has been projected that healthy cash balances will be able to be maintained for the next three years. There is still \$2,617,000 outstanding on the 2018 bonds. Final maturity on those bonds will be in January 2039. Based on current numbers even without tap fees we are positive, and our current rates and charges will probably not need to be looked at for a couple of years.

The 2024 Sewer Financial Management Report has been attached.

Review Architecture Plans for 1618 Canal Lane - Tom Millea

Tom Millea brought a full set of drawings for the board members to review.

Westfield Springs Lift Station -AUS

This lift station is still experiencing problems with a yarn type material getting into the wet well. It is estimated we have spent around \$18,000.00 on this issue. AUS recommends installing a stainer like basket inside the wet well to help catch the yarn before it gets into the wet well and pumps.

Chris Loop made a motion to approve the purchase and installation of the strainer basket rail system for the Westfield Springs Lift Station for \$9,017.06 and for this to be paid for out of the Wast Water Capital Improvement Fund. Seconded by Doug Wacker and approved 5-0.

R-25-11, A Resolution to Accept the 2026-2030 Town of Georgetown 5-Year Parks Master Plan - Georgetown Parks Master Plan - Reny Keener

Doug Wacker made a motion to approve R-25-11, A Resolution to Accept the 2026-2030 Town of Georgetown 5-Year Parks Master Plan. Seconded by Matt Nolan and approved 5-0.

IT/Cybersecurity

Reny Keener has received three quotes for a new cyber security/IT company for the Town. Our current provider's customer service has drastically declined. Reny Keener received quotes from Advanced Business Solutions, AppSalute, and C3 Tech.

The Council would like Reny Keener to see if ABS will negotiate their pricing and services and bring this item back to the October meeting.

Claims Docket

Brandon Hopf made a motion to approve the Claims Docket. Seconded by Matt Nolan and approved 5-0.

Miscellaneous Business

Funding for the Sidewalks Project – Phase III and IV

The two phases were bid separately but are to be awarded to one company.

The Sidewalks Project Phase IV (Family Dollar to the Optimist Club) has a grant agreement with Community Foundation and is the phase that needs to be prioritized. They gave us \$150,000.00. It means that we have \$105,900.00 that we need to come up with. The apparent low bidder for Phase IV was \$255,900.00.

Doug Wacker made a motion to approve Phase IV of the Sidewalks Project with \$150,000.00 from Fund 4650 Capital Improvement, \$55,900 Fund 2202 Local Roads and Streets, Fund 2201 Motor Vehicle Highway \$50,000.00 and any additional Community Crossing Matching Grant coming from Motor Vehicle Highway Restricted Fund 2203. Seconded by Matt Nolan and approved 5-0.

Phase III will be done later.

Adjournment

Jason Parrish made a motion to adjourn the meeting. Seconded by Brandon Hopf and approved 5-0.

Christopher Loop, President Brandon Hopf, Vice President Matt Nolan Doug Wacker

Attest:

Jason Parrish

Julia Keibler, Clerk Treasurer

SIGN IN SHEET

MEETING DATE & TIME: 9-15-2025 @ 6:30 P.M.

PULBIC HEARING FOR: Town Council- 2026 Budget-public Hearing

		, ,
NAME	ADDRESS	PHONE NUMBER
Jessica Lynch	Baker Tilly	
Jason Newton	0	(812) 267-2831
MARVIN CROSIGO		812-946-3121
TOM MILLER	LMH+MAL	502.836.5189
TROT MICHELL	LMH+ MAR	812.945.2324
James Shireman	SHIREMAN	(812) 968-4478
StareTolking	AUS	(502)648-9999
David Gaither	6719 Frank OH Rd	812-951-2307
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V V		

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to Payment of the AMOUNT CERTIFIED.	ARCHITECT'S CERTIFICATE FOR PAYMENT	By: Mary O. O	information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Payment Applications were issued and payments received from the Owner, and that current payment shown herein is now due.	The undersigned Contractor certifies that to the best of the Contractor's knowledge	Net change by Change Orders				8/26/2025		4/17/2025	Number Date Approved	Approved This Month	orevious months by Owner TOTAL	CHANGE ORDER SUMMARY Change Orders approved in		598 Schwartz RD. NW Corydon, IN 47112	FROM: C&R Construction	TO: Town of Georgetown 9111 State Rd 64 Georgetown, IN 47122
based on on-site observations and the rchitect certifies to the Owner that to the n and belief the Work has progressed as tance with the Contract Documents, and WOUNT CERTIFIED.	TN :	M. Date: 8/29/2025	this Application for Payment has been Documents, that all amounts have been revious Payment Applications were mer, and that current payment shown	the best of the Contractor's knowledge.	\$32,198.00						\$ 15,872.00				ADDITIONS DEDITIONS			VIA (ARCHITECT):	PROJECT: Marci Lane Drainage Ir
By: M.	AMOUNT CERTIFIED	State of Indiana County of Harrison Subscribed and sworn to before me this day of Mayust 2025 Notary Public: July 1878 My Commission expires:	7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Application) 8. CURRENT PAYMENT DUE		6. TOTAL EARNED LESS RETAINAGE	5. TOTAL RETAINAGE		b. 10 % of Stored Material	a. 10 % of Completed Work	RETAINAGE:				ORIGINAL CONTRACT SUM. Net change by Change Orders.	Continuation Sheet detailing billing by trade item is attached	Application is made for Payment, as shown below:	SUBCONTRACT NUMBER	\ \\\ \$	Marci Lane PAYMENT APPLICATION NO: Drainage Improvements APPLICATION DATE: DEFINION TO:
Date: 9-8-25	\$ 14,738.40 s amount applied for.)	FAIRY B PEARCE My Commission Expires September 7, 2032 Commission Number NP0590123 Harrison County	\$ 106,512.30 \$ 14,738.40 \$ 13,472.30		\$ 121 250 70				\$ 13,472.30		1, 20,000	134 723 00	\$ 134 723 00	\$ 102,525.00 \$30,108.00	is attached.	. MA	ER 24205 ER	56-51-60	3 8/29/202 8/31/202

CONTINUATION SHEET

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CO #2 Misc modifications to improvements
CO #3 Erosion Control Blanket 2 3 ယ္ဆ 100 Þ 30" Storm Pipe
24"x38" Elliptical Reinforced Concrete Pipe
Headwall (for 24"x38" Elliptical pipe)
Catch Basin **Erosion Protection and Sediment Control** Concrete (Driveway restoration)
Clearing and Grading
Site Restoration **Total Construction Cost** RAP Lined Chanel Mobilization / Demobilization Town of Georgetown DESCRIPTION OF WORK W 9 1,550.00 382.00 189.00 60.00 6.00 1.00 1.00 1.00 100 1.00 00.1 의타본의의의의 SMIT 5 SIS 15,872.00 13,761.00 2,565.00 3,500.00 10.00 2,700.00 500.00 1,000.00 500.00 150.00 6.50 SCHEDULED 134,723.00 28,650.00 28,350.00 10,075.00 500.00 1,000.00 21,000.00 2,565.00 13,761.00 15,872.00 2,700.00 5,150.00 4,000.00 C 600.00 WORK COMPLETED
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APPLICATION DATE:
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FROM: C&R Construction 598 Schwartz RD. NW Corydon, IN 47112	VIA (ARCHITECT):	PROJECT NUMBER 24205 SUBCONTRACT NUMBER
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Change Orders approved in	ADDITIONS DEDUCTIONS	Continuation Sheet detailing billing by trade item is attached.
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Number Date Approved		TOTAL COMPLETED & STORED TO DATE
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2 7/21/2025		RETAINAGE.
3 8/26/2025	\$ 2,565.00	a. 0 % of Completed Work
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Net change by Change Orders	\$32,198.00	
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been contributed in accordance with the Contract Description.	to the best of the Contractor's knowledge, oy this Application for Payment has been	(Line 4 less Line 5 Total) LESS PREVIOUS CERTIFICATES FOR
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CONTINUATION SHEET

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LMH+MAR Architecture 12808 Townepark Way, Suite 200 Louisville, Kentucky 40243 502.581.0570

Total Fee

Date	Invoice #
9/2/25	TOG2501-03

PO Number

Client Information

Mr. Chris Loop Town of Georgetown 9111 State Road 64 Georgetown, IN 47122

Project Information

Town of Georgetown Renovation of Methodist Church to New Town Hall and Storage Building Georgetown, Indiana

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\$129	,500	Due on Receipt	тос	G2501	TGM		
Item	Descr	iption		Rate	% Previous	% Complete to Date	Amount
SD-C	Schen	natic Design Activi	ties	31,775.00	100.00%	100.00%	0.00
DD-C	Design	n Development Ac	tivities	31,775.00	100.00%	100.00%	0.00
CD-C	Contra	act Documents		53,000.00	25.00%	80.00%	29,150.00
CA-C	Const	ruction Administra	tion	12,950.00		0.00%	0.00

LMH Project Number

07-15-25

Please make all checks payable to LMH Architecture, PLLC. Send to the address above.

Should you have any questions or require further information please contact Nick at 502.581.0570

Balance Due

\$29,150.00



TNT Technologies, Inc. 7611 Atkins Road Floyds Knobs, IN 47119

Invoice

	Date	Invoice #
*******	8/18/2025	4083

Bill To		Ship To		
Town of Georgetown P.O. Box 127 Georgetown, IN 47122		Knob Hill Georgetown, Il	N 47122	
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Phone #	E-mail		Payments/Credit	s \$0.00
8129410300	corporate@tnttechnologiesinc.com		Balance Due	\$9,921.12

Town of Georgetown Indiana

Personal Vehicle Wileage Reimbursement Report

Employee Name: Holey James
Department: Clarks office
Date of Report: 9-15-25

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Town Council Approval:	(2		Date:

ATTACHMENT

Se-21-60

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Travel Expense Reimbursement

TO RECEIVE REIMBURSEMENT PLEASE ATTACH ALL "TTEMIZED" RECEIPTS

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		The following expenses a
the second secon	se-el-	When: 9-10-35 - 9
		Where: Front Cich
	Tomes	Employee: Malky

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between

THIS	AGRE	EMENT is by and between	Town of Georgetown	_ ("Owner") and	
Riley'	s Exc	avating		("Contractor").	
Owne	rand	Contractor hereby agree as	follows:		
ARTIC	LE 1	- WORK			
1.01		ntractor shall complete all ork is generally described as	Work as specified or indicated in the Contract follows:	Documents. The	
ARTIC	LE 2	- THE PROJECT			
2.01			under the Contract Documents is a part, is gener Drainage Improvements Project	ally described as	
ARTIC	LE 3	- ENGINEER			
3.01	The	e part of the Project that per	tains to the Work has been designed by <u>Heritag</u>	e Engineering .	
3.02	The Owner has retained <u>Heritage Engineering</u> ("Engineer") to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.				
ARTIC	LE 4 -	- CONTRACT TIMES			
4.01	Tin	ne of the Essence		8	
	A.		es, if any, Substantial Completion, and completion in the Contract Documents are of the essence of		
4.02	Cor	ntract Times: Dates			
	A.		ted within 180 days of Notice to Proceed. The nor before $01/31/2026$, and completed and $1/2026$.		
4.03	Liq	uidated Damages			
	A.	above and that Owner will and Milestones not achiev extensions thereof allowed delays, expense, and difficu actual loss suffered by Own	ognize that time is of the essence as stated in I suffer financial and other losses if the Work is ed within the times specified in Paragraph 4.02 I in accordance with the Contract. The parties alsulties involved in proving in a legal or arbitration her if the Work is not completed on time. Accord owner and Contractor agree that as liquidated data.	s not completed above, plus any so recognize the proceeding the lingly, instead of	

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 15th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 - Prior to Substantial Completion, progress payments will be made in an amount equal
 to the percentage indicated below but, in each case, less the aggregate of payments
 previously made and less such amounts as Owner may withhold, including but not
 limited to liquidated damages, in accordance with the Contract
 - a. <u>100</u> percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. <u>90</u> percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed.

6.03 Final Payment

A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price as recommended by Engineer.

ARTICLE 7 - INTEREST

7.01 All amounts not paid when due shall bear interest at the rate of N/A percent per annum.

ARTICLE 8 - CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 - A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
 - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of

D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 - MISCELLANEOUS

10.01 Terms

A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 Assignment of Contract

A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 Successors and Assigns

A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 Severability

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and

This Agreement will be effective on <u>07/22/2025</u>	(which is the Effective Date of the Contract).
OWNER:	CONTRACTOR:
Town of Georgetown	Riley's Excavating
By: Chris Loop	By: Jusus W Min
Title: Town Council President	Title: Estimator
Attest: July Trasipar	Attest: Churchy Sucas
Address for giving notices:	Address for giving notices:
Town of Georgetown	Kiley's Excavating
P.O. Box 127	Po Box 651
Georgetown, IN 47122	George town, INA7122
	License No.:
	(where applicable)

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

Town of Georgetown Regular Meeting July 21, 2025 At 6:30 P.M.

Pledge of Allegiance

Roll Call:

Council members present: Chris Loop, Brandon Hopf, Jason Parrish, Doug Wacker, and Matt Nolan.

Also attending: Julia Keibler, Haley James, Bob Woosley, Reny Keener, Kristi Fox, and Travis Speece.

Approval of Minutes

Brandon Hopf made a motion to approve the regular Town Council Meeting Minutes from June 10, 2025. Seconded by Matt Nolan and approved 4-0-1. Doug Wacker abstained.

Agenda Items

Bid Opening for 7005 Windsong Court Drainage Improvements

Bob Woosley opened all the bids.

 Riley's Excavating:
 \$73,460.00

 Merrel Bierman:
 \$127,735.00

 Temple and Temple
 \$168,400.00

 Libs Paving
 \$147,800.00

 Cornell Harbison:
 \$179,338.00

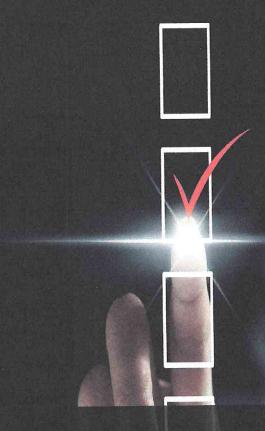
 C & R Construction
 \$87,480.00

Bob Woosley recommends approval to the lowest bidder, Riley's Excavating, contingent upon a thorough review of all documents submitted.

Chris Loop made a motion to take the lowest bidder, Riley's Excavating for \$73,460.00 under advisement until August to allow Bob Woosley to review all documents. Seconded by Jason Parrish and approved 5-0.

This item will be placed back on the August agenda.

Lakeland Lagoon Sewer System Smoke Testing





FINANCIAL MANAGEMENT REPORT FOR CALENDAR YEAR ENDED DECEMBER 31, 2024

Town of Georgetown (SEWAGE WORKS)

August 14, 2025

AUGUST 14, 2025

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EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

Year End Cash Summary

- Total cash increased by \$470,218 from December 31, 2023 (page 2).
- Total fund balances were \$1,433,799 above minimum recommended reserves as of December 31, 2024 (page 2).

Budget Comparison

- · Operating receipts were \$92,290 over budget (page 4).
- · Operating disbursements were \$2,345 over budget (page 4).
- Non-operating receipts were \$614,211 over budget primarily due to tap fees received from the Knobhill and Grove Park Apartments (page 4).
- · Non-operating disbursements were \$26,961 under budget (page 5).

Estimated Future Health

- Estimated net cash flows are expected to be positive over the next three years (page 7).
- Total estimated fund balances are expected to remain above minimum recommended reserves through 2029 (page 8).

Rate Adjustment Recommendations

Based on the current assumptions as provided herein, it appears that the current schedule of rates and charges is adequate to generate revenues to operate the Utility, pay for current debt service costs and pay for the Utility's planned capital improvements (page 10) through cash on hand (page 8).

Additional Noteworthy Items

• The last rate adjustment was adopted on December 17, 2018 per Ordinance No. G-18-11 (Page 11).

FINANCIAL MANAGEMENT REPORT

FINANCIAL MANAGEMENT REPORT

Historical Financial Summary

The following section provides a comprehensive three-year historical financial summary for the Sewage Works, highlighting key financial trends and performance metrics. This analysis includes graphical representations of fund balances in comparison to required or required reserve levels, cash flow trends for receipts and disbursements, and a detailed breakdown of operating costs by category as a percentage of total operating expenses. These visuals and accompanying data offer insights into the Sewage Work's financial health, resource allocation, and fiscal sustainability over the past three years.

\$3,000,000 \$2,784,043 \$184,580 Operation and Maintenance Fund \$2,500,000 \$1,904,583 \$2,313,825 \$2,247,855 Bond and Interest Account \$176,428 \$167,345 \$1,630,301 \$2,000,000 \$1,440,701 Debt Service Reserve Account \$1,500,000 Improvement fund \$1,350,244 \$1,333,190 \$1,302,100 \$1,000,000 Customer Deposit Fund \$319,772 \$210,268 \$500,000 Required Reserves \$263,275 \$190,429 \$204,644 \$197,542 \$239,112 \$170,464 \$46,279 S-2024 2022 2023

<u>Table 1</u> Fund Balances vs. Required Reserves

Fund balances are a result of receipt and disbursement activity over time. Spending more money than is received in any accounting period results in fund balances diminishing and vice-a-versa. Table 1 shows the Sewage Work's total fund balance history over the last three years compared to required reserve balances. Required reserves are based on minimum reserve levels the town agreed to when the Sewage Works Revenue Bonds, Series 2018 were issued as well as industry best practices (such as reserving two month's operation and maintenance and one year's capital spending). Required reserves should be viewed as minimum acceptable balances, and to the extent fund balances exceed those reserve requirements, the additional dollars are available for future capital needs or other revenue requirements of the Sewage Works.

FINANCIAL MANAGEMENT REPORT

<u>Table 2</u> Receipt and Disbursement History

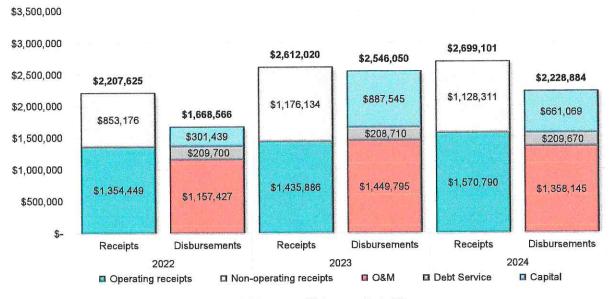


Table 2 illustrates trends and changes in receipt and disbursement history over the last three years.

<u>Table 3</u> Percentage of Operating Costs by Category

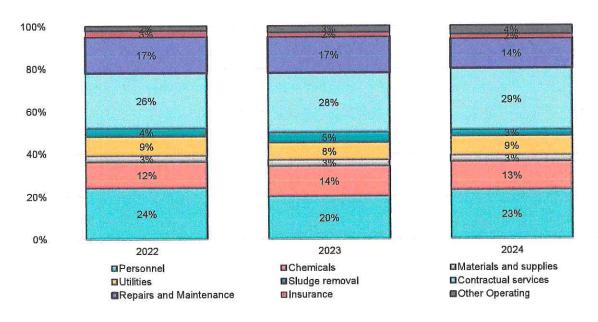


Table 3 is a breakdown of historical operating costs by category to assist in analyzing historical trends and cost fluctuations.

FINANCIAL MANAGEMENT REPORT

2024 Financial Summary

This section presents a detailed comparison of the 2024 budgeted figures against actual financial performance for the Sewage Works. The analysis highlights variances in receipts and disbursements, offering insights into areas of alignment and deviation from financial expectations. This comparison aids in evaluating the Sewage Work's budgeting accuracy, financial management practices, and operational efficiency, providing a foundation for continuous improvement in future budget planning and fiscal oversight.

Table 4 Receipts

	Merceibra			and the second s
	2024 2024		Over/(Under)	2024 Budget
	Actual	Budget	Dollar	Percentage
Operating Receipts:				
Collection and treatment	\$1,503,074	\$1,437,700	\$65,374	
Penalties	24,721	24,500	221	
Other	42,995	16,300	26,695	
Subtotal	1,570,790	1,478,500	92,290	6.2%
Non-Operating Receipts:				
Interest	68,007	33,700	34,307	
Tap fees	974,030	480,400	493,630	
Miscellaneous	62,908		62,908	
Meter deposits (net)	8,902		8,902	
Refunds	14,464		14,464	
Subtotal	1,128,311	514,100	614,211	119.5%
Total Receipts	\$2,699,101	\$1,992,600	\$706,501	35.5%

<u>Table 5</u> Operating Disbursements

	2024 2024		Over/(Under)	2024 Budget
	Actual	Budget	Dollar	Percentage
Personnel	\$308,201	\$292,700	\$15,501	
Chemicals	175,727	213,300	(37,573)	
Materials and supplies	43,345	54,200	(10,855)	
Utilities	126,990	120,000	6,990	
Sludge removal	43,293	59,700	(16,407)	
Contractual services	389,472	340,500	48,972	
Repairs and maintenance	189,139	220,800	(31,661)	
Insurance	30,344	28,900	1,444	
Other	51,634	25,700	25,934	
Total Operating Disbursements	\$1,358,145	\$1,355,800	\$2,345	0.29

FINANCIAL MANAGEMENT REPORT

Table 6 Debt Service

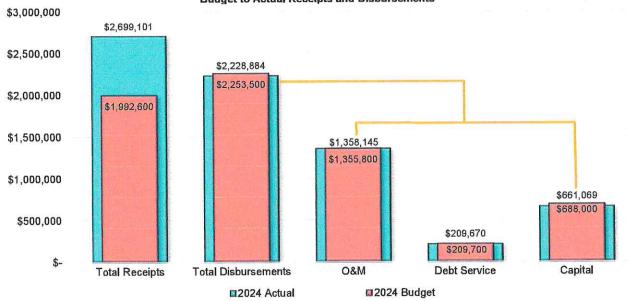
50 00000000000000000000000000000000000	2024	2024	Over/(Under) 2024 Budget	
	Actual	Budget	Dollar	Percentage
Debt service	\$209,670	\$209,700	(\$30)	0.0%

Table 7

2024	2024	Over/(Under)	2024 Budget
Actual	Budget	Dollar	Percentage
\$661,069	\$688,000	(\$26,931)	-3.9%
	2024 Actual	2024 2024 Actual Budget	2024 2024 Over/(Under) Actual Budget Dollar

In total for 2024, the Sewage Work's experienced a positive cash flow of \$470,220 as shown below. The 2024 budget anticipated a negative cash flow of \$260,900, which resulted in a positive budget variance of \$731,120.

<u>Table 8</u> Budget to Actual Receipts and Disbursements



FINANCIAL MANAGEMENT REPORT

Estimated Future Health

The most important part of a financial health check is to analyze where the Sewage Work's is going in the future. We have used historical trends, management information and reserve requirements to analyze the adequacy of rates and charges, estimate future fund balances and provide recommendations to improve the financial health of the Sewage Works.

Table 9
Estimated Receipts

	Estimated Receipts					
	2024		Estimated			
	Actual	2025	2026	2027		
Operating Receipts:						
Collection and treatment	\$1,503,074	\$1,548,200	\$1,594,600	\$1,642,400		
Penalties	24,721	24,700	24,700	24,700		
Other	42,995	21,400	21,400	21,400		
Subtotal	1,570,790	1,594,300	1,640,700	1,688,50		
Non-Operating Receipts:						
Interest	68,007	68,000	68,000	68,00		
Tap fees	974,030	669,400	669,400	669,40		
Miscellaneous	62,908					
Meter deposits (net)	8,902	₩0	(**)			
Refunds	14,464	-				
Subtotal	1,128,311	737,400	737,400	737,40		
Total Receipts	\$2,699,101	\$2,331,700	\$2,378,100	\$2,425,90		

Collection and treatment are based on calendar year 2024 amounts adjusted for a 3% annual increase based on conservative historical growth. Penalties and interest are based on calendar year 2024 actual receipts. Other operating receipts are based on a three-year historical average normalized to remove non-recurring outside sludge treatment and tap fees are based on a six-year historical average from 2019 - 2024.

Table 10
Estimated Operating Disbursements

L-	sumated Operating i	Jisburscinents			
医对对特殊性 医肾中腺 经成本证据	2024	Estimated			
	Actual	2025	2026	2027	
Personnel	\$308,201	\$323,600	\$333,300	\$343,300	
Chemicals	175,727	181,000	186,400	192,000	
Materials and supplies	43,345	47,700	49,100	50,600	
Utilities	126,990	121,000	124,700	128,500	
Sludge removal	43,293	56,100	57,800	59,500	
Contractual services	389,472	398,900	410,900	423,200	
Repairs and maintenance	189,139	218,300	224,800	231,500	
Insurance	30,344	31,300	32,200	33,200	
Other	51,634	31,800	32,800	33,800	
Total Operating Disbursements	\$1,358,145	\$1,409,700	\$1,452,000	\$1,495,600	

The 2025 O&M budget was calculated based on historical activity, the current salary ordinance and input from Utility management. For 2025, utilities (purchased power), materials and supplies (WWTP), sludge removal, repairs and maintenance, and other operating are based on three-year historical averages for 2022 - 2024 plus 3% inflation except for other operating 2024 amount is normalized to remove non-recurring truck rental disbursements. Utilities (other), chemicals, contractual services, materials and supplies (office) and insurance are based on 2024 amounts plus 3% inflation except contractual services 2024 amounts are normalized to remove SBOA audit fees and include 12 months of Aqua monthly operation service fees. Personnel and employee benefits are based on 2024 amounts plus 5% inflation. Years 2026 and 2027 estimate annual 3% inflationary increases in operating disbursements.

FINANCIAL MANAGEMENT REPORT

<u>Table 11</u> Estimated Debt Service

	2024		Estimated	
	Actual	2025	2026	2027
Debt Service	\$209,670	\$208,600	\$209,400	\$208,200

The estimated debt service is based on the amortization schedule of the 2018 SRF Bonds.

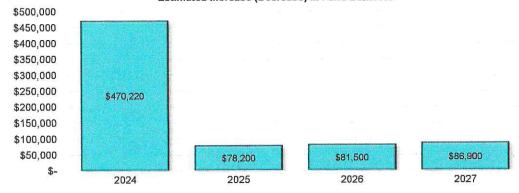
Table 12 Estimated Capital

	2024	Estimated		
	Actual	2025	2026	2027
Capital improvements	\$661,069	\$635,200	\$635,200	\$635,200

Capital improvements for year 2025 through 2028 are based on a three-year historical average.

In summary, assuming no rate adjustments or customer growth, we estimate the Sewage Work's will experience a net positive cash flow over the next three years.

<u>Table 13</u> Estimated Increase (Decrease) in Fund Balances



FINANCIAL MANAGEMENT REPORT

Table 14

The estimated impact on fund balances can be seen below in Table 14. Fund balances are anticipated to increase over the three year period as a result of the net positive estimated future cash flows.

Estimated Fund Balances vs. Required Reserves \$3,500,000 \$3,030,645 \$2,943,745 \$2,862,245 \$2,784,042 0 \$3,000,000 \$2,500,000 \$2,000,000 \$1,500,000 \$1,357,674 \$1,364,364 \$1,372,234 \$1,350,244 \$1,000,000 \$500,000 \$-2024 Actual 2025 2026 2027 Fund Balances Required Reserves

Conclusion

The financial analysis provided in this report offers a comprehensive view of the Sewage Work's fiscal health, operational efficiency, and key financial trends over the past three years. The review of fund balances, cash flow patterns, operating costs, and budget-to-actual performance provides a foundation for evaluating the Sewage Work's ability to meet financial obligations and maintain sustainable operations. Additionally, the three-year cash flow estimates included in this analysis offer a forward-looking perspective, highlighting expected financial trends and helping to anticipate future challenges or opportunities.

Rate Adjustment Recommendations:

Based on the current assumptions as provided herein, it appears that the current schedule of rates and charges is adequate to generate revenues to operate the Sewage Work, pay for current debt service costs and pay for the Sewage Work's planned capital improvements through cash on hand.

These recommendations, combined with the insights from the five-year cash flow projections, aim to ensure the Sewage Work continues to meet its financial obligations, maintain adequate reserves, and invest in infrastructure improvements. By addressing current financial conditions and preparing for future demands, the utility will be better positioned to provide reliable and cost-effective services to its customers over the long term.

SUPPLEMENTAL DATA

SCHEDULE OF AMORTIZATION OF \$2,617,000 OUTSTANDING PRINCIPAL AMOUNT OF OUTSTANDING SEWAGE WORKS REVENUE BONDS, SERIES 2018

Principal and interest payable semi-annually January 1st and July 1st.
Interest rate as shown.

Payment Date	Principal Balance	Principal 000's)	Interest Rate (%)	Interest	Total	Bond Year Total
	(111 \$ 1,	000 5)	(70)	(III Dollars)
1/1/2025	\$2,617	\$78	2.00	\$26,170.00	\$104,170.00	\$104,170.00
7/1/2025	2,539	79	2.00	25,390.00	104,390.00	THE CONTRACTOR
1/1/2026	2,460	80	2.00	24,600.00	104,600.00	208,990.00
7/1/2026	2,380	81	2.00	23,800.00	104,800.00	*
1/1/2027	2,299	81	2.00	22,990.00	103,990.00	208,790.00
7/1/2027	2,218	82	2.00	22,180.00	104,180.00	*
1/1/2028	2,136	83	2.00	21,360.00	104,360.00	208,540.00
7/1/2028	2,053	84	2.00	20,530.00	104,530.00	
1/1/2029	1,969	85	2.00	19,690.00	104,690.00	209,220.00
7/1/2029	1,884	86	2.00	18,840.00	104,840.00	
1/1/2030	1,798	86	2.00	17,980.00	103,980.00	208,820.00
7/1/2030	1,712	87	2.00	17,120.00	104,120.00	
1/1/2031	1,625	88	2.00	16,250.00	104,250.00	208,370.00
7/1/2031	1,537	89	2.00	15,370.00	104,370.00	
1/1/2032	1,448	90	2.00	14,480.00	104,480.00	208,850.00
7/1/2032	1,358	91	2.00	13,580.00	104,580.00	
1/1/2033	1,267	92	2.00	12,670.00	104,670.00	209,250.00
7/1/2033	1,175	93	2.00	11,750.00	104,750.00	
1/1/2034	1,082	94	2.00	10,820.00	104,820.00	209,570.00
7/1/2034	988	95	2.00	9,880.00	104,880.00	
1/1/2035	893	96	2.00	8,930.00	104,930.00	209,810.00
7/1/2035	797	97	2.00	7,970.00	104,970.00	
1/1/2036	700	97	2.00	7,000.00	104,000.00	208,970.00
7/1/2036	603	98	2.00	6,030.00	104,030.00	
1/1/2037	505	99	2.00	5,050.00	104,050.00	208,080.00
7/1/2037	406	100	2.00	4,060.00	104,060.00	
1/1/2038	306	101	2.00	3,060.00	104,060.00	208,120.00
7/1/2038	205	102	2.00	2,050.00	104,050.00	
1/1/2039	103	103_	2.00	1,030.00	104,030.00	208,080.00
	Totals	\$2,617		\$410,630.00	\$3,027,630.00	\$3,027,630.00

LARGE USER ANALYSIS

Large customers play an important role in the financial health of the Sewage Works because changes in usage patterns can result in material impacts to the Sewage Work's bottom line. The tables below illustrate the revenue data for the 4 largest customers of the Sewage Works. It can be seen that the large customers account for approximately 3% of the Sewage Work's total metered sales.

Table 15

Large Users Historical Receipts

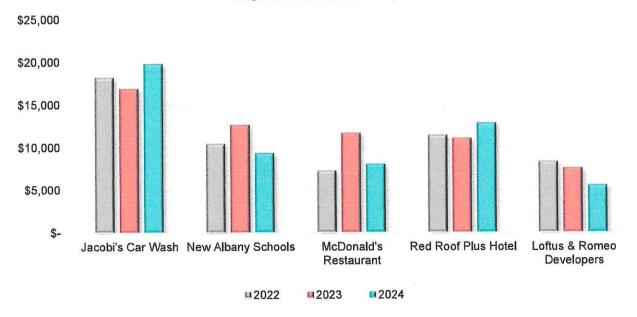
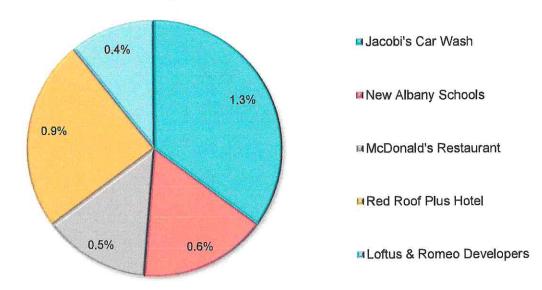


Table 16

Large Users Concentration by Receipts



SCHEDULE OF PRESENT RATES AND CHARGES

	Rates Per Month
I. Inside Town	(1)
Monthly base charge:	
5/8 - 3/4 Inch	\$21.30
1 Inch	50.70
1 1/2 Inch	115.38
2 Inch	197.70
Monthly flow charge:	
1,000 Gallons	9.25
II. Outside Town	
Monthly base charge:	
5/8 - 3/4 Inch	\$24.39
1 Inch	58.05
1 1/2 Inch	132.11
2 Inch	226.37
Monthly flow charge:	
1,000 Gallons	10.59
III. Lakeland Lagoon Association	
Monthly base charge:	
1 Inch	\$468.75
Monthly flow charge:	2.22
1,000 Gallons	8.56

(1) Current rates and charges were approved by the Town Council on December 17, 2018 per Ordinance No. G-18-11. Rates became effective upon adoption of the ordinance.

COMPARISON OF COMBINED WATER AND SEWER RATES

Decision makers and rate payers often want to know how their Utility rates compare. Comparisons are a great reference point, but there are a number of factors that should be considered to put a rate comparison in perspective. These factors include debt, regulatory requirements, and utility size. Table 17 compares the Utility's sewer rates to State averages for similar sized Utilities. The State averages shown include 44 municipalities for sewer.

Table 17
Comparison of Combined Monthly Rates
(Based on 4,000 Gallons)



COMPUTATION OF CALENDAR YEAR 2024 BOND COVERAGE

	With Tap Fees	Without Tap Fees
Operating Receipts: Collection and treatment	\$1,503,074	\$1,503,074
Penalties	24,721	24,721
Other	42,997	42,997
Total Operating Receipts	1,570,792	1,570,792
Non-Operating Receipts:		
Interest	68,007	68,007
Miscellaneous	62,908	62,908
Tap fees	974,030	
Total Non-Operating Receipts	1,104,945	130,915
Total Available Receipts:	2,675,737	1,701,707
Less: Annual Operation and Maintenance Disbursements	(1,358,145)	(1,358,145)
Net Receipts Available for Debt Service	\$1,317,592	\$343,562
Annual Principal and Interest Payment on Outstanding Revenue Bonds (1)	\$209,670	\$209,670
Debt Service Coverage	628%	164%

⁽¹⁾ Includes the recorded January 1, 2024 and July 1, 2024 payments.

HISTORICAL SCHEDULE OF TAP FEES 2014 - 2024

Year	Amount
2014	\$79,015
2015	48,600
2016	304,300
2017	346,000
2018	292,120
2019	390,701
2020	471,420
2021	478,380
2022	783,840
2023	917,880
2024	974,030