

# TOWN OF DANVILLE

## **Town Council Agenda October 4, 2023 @ 7:00pm**

- I. Establish Quorum, Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approval of Minutes (x3)**
- IV. Public Comment – 3 minutes/person**
- V. Public Meeting**

- A. Oath of Office: Police Department – Clerk/Treasurer
- B. Selection of Financial Advisor for Bonds - Clerk/Treasurer
- C. Budget Discussion – Clerk/Treasurer & Baker-Tilley
- D. Levy Appeal – Clerk/Treasurer
- E. Resolution 9-2023: PERF Contribution (Fire Department) – Town Manager
- F. Resolution 10-2023: PERF Contribution (Police Department) – Town Manager
- G. Resolution 11-2023: Transfer Funds (HOST) – Clerk/Treasurer
- H. Resolution 12-2023: Transfer Funds (CCD) - Clerk/Treasurer
- I. Ordinance 17-2023: Budget Reduction – Clerk/Treasurer & Public Works
- J. Marion Township Fire Contract – Town Manager
- K. Amendment to Credit Card Policy – Town Manager
- L. Request to Expend Funds: Paving – Public Works
- M. Request to Expend Funds: Paving – Public Works

- VI. Staff and Council Comments**
- VII. Claim Docket**
- VIII. Adjournment**

**NOTICE:** The public meetings of the Danville Town Council conducted within these chambers shall be video recorded. Said recording will be part of the public records of the Town of Danville and shall be published upon the Town of Danville's website for public access. All individuals attending public meetings hereby give, to the Town of Danville, their permission for said publication, which may contain their image or statements.

## TOPIC SUMMARY

### **Approval of Minutes:**

**9/20/23: Work Study.** *Will require a Vote.*

**9/20/23: Council Meeting.** *Will require a Vote.*

**9/26/23: Special Called Session.** *Will require a Vote.*

- A. Oath of Office: Police Department** – Clerk/Treasurer will swear-in two new police officers with the Oath of Office. *Requires no further Action. Please allow time for signatures and pictures.*
- B. Selection of Financial Advisor for GO Bonds** – Clerk/Treasurer will request that the Council decide on which firm they would like to retain as Financial Advisors for the GO Bonds. Candidates are Baker-Tilley; Bondry and O.W. Krohn and Associates. *Will require a Vote.*
- C. Budget Discussion** – Clerk/Treasurer and representative from Baker-Tilley will have discussion with the Council based on questions asked during the Special Session. *May require a Vote.*
- D. Levy Appeal** – Clerk/Treasurer will present the Levy Appeal for Council approval. *Will require a Vote. Please allow time for signatures if approved.*
- E. Resolution 9-2023: PERF Contribution (Fire Department)** – Town Manager will present a resolution that allows the Town to contribute the employee portion of PERF 77. *Will require a Vote. Please allow time for signatures if approved.*
- F. Resolution 10-2023: PERF Contribution (Police Department)** – Town Manager will present a resolution that allows the Town to contribute the employee portion of PERF 77. *Will require a Vote. Please allow time for signatures if approved.*
- G. Resolution 11-2023: Transfer of Funds (HOST)** – Clerk/Treasurer will present a resolution to transfer funds in the Community Host fund to balance accounts. *Will require a Vote. Please allow time for signatures if approved.*
- H. Resolution 12-2023: Transfer of Funds (CCD)** – Clerk/Treasurer will present a resolution to transfer funds in the CCD fund to balance the account. *Will require a Vote. Please allow time for signatures if approved.*
- I. Ordinance 17-2023: Budget Reduction** – Clerk/Treasurer and Public Works Superintendent will present an ordinance outlining the desire to do a budget reduction in the MVH fund. This was introduced on 9/20/23 and is up for adoption tonight. *Will require a Vote. Please allow time for signatures if approved.*
- J. Marion Township Fire Contract** – Town Manager will present the 2024 Marion Township Fire Contract. This has been amended from the Work Study on 9/20/23. *Will require a Vote. Please allow time for signatures if approved.*
- K. Amendment to Credit Card Policy** – Town Manager will present an amendment to allow for the Human Resources Director to have a Town Credit Card. *Will require a Vote. Please allow time for signature if approved.*
- L. Request to Expend Funds: Paving** – Public Works Superintendent will present a request to expend funds to pay the CCG for paving projects. *Will require a Vote.*
- M. Request to Expend Funds: Paving** – Public Works Superintendent will present a request to expend funds to pave Northview Drive and Old Farm Streets. *Will require a Vote.*

**Staff and Council Comments**

**Claim Docket**

**Motion to Adjourn**

**-Bold Agenda Item**

*-Italicized items are for action needed*

# TOWN OF DANVILLE

## POLICE DEPARTMENT



### Official Oath of Office

State of Indiana)  
Hendricks County) ss:

I Jacob Perry do solemnly swear that I will support the constitution of the United States and the State of Indiana and that I will faithfully and impartially discharge my duties as a police officer of the Town of Danville, Indiana, according to law and to the best of my ability so help me God.

---

Jacob Perry, Officer

Subscribed and sworn to me this 4th day of October 2023

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Jennifer Percy, Clerk-Treasurer



TOWN OF  
**DANVILLE**  
POLICE DEPARTMENT



Official Oath of Office

State of Indiana)  
Hendricks County) ss:

I Brogan Heller do solemnly swear that I will support the constitution of the United States and the State of Indiana and that I will faithfully and impartially discharge my duties as a police officer of the Town of Danville, Indiana, according to law and to the best of my ability so help me God.

---

Brogan Heller, Officer

Subscribed and sworn to me this 4th day of October 2023

---

Jennifer Percy, Clerk-Treasurer



**Department of Local Government Finance**  
**Report of Appealing Taxing Unit**

The Department of Local Government Finance ("Department") has prescribed this template through which a petitioner supplies the information the Department requires pursuant to IC 6-1.1-18.5-12(c). The required information must be filed with the Department on or before **OCTOBER 19**. Only email submissions bearing a timestamp of **OCTOBER 19** or earlier will be considered. Completed submissions and additional questions about excess levy appeals should be sent by email to your [Budget Field Representative](#).

Note that IC 6-1.1-17-3(a)(6) requires that any request for an excess levy appeal be advertised as part of the notice to taxpayers of the estimated budget. Failure to comply with IC 6-1.1-17-3(a)(6) will be cause for denial.

All requests for consideration of an appeal must be specific. Please note that the Department will utilize reports from the budget certification process (Form 3, Fund Report, and Estimate of Miscellaneous Revenues) and the unit's submitted Annual Financial Report on Gateway during its review of an appeal application. If this information is not representative of your unit's current financial situation, please provide updated financial information and explanations as to the differences.

To submit a petition to the Department units will complete the following page, the individual page(s) applicable to the appeal(s), and the certification page. Petitions must also include any additional supporting documentation that contains an explanation or justification of the appeal and the appeal amount. Pursuant to IC 6-1.1-18.5-12(a), the Department may deny an excess levy appeal on the basis that the unit has not provided an explanation that the unit will not be able to perform its government functions without an excess levy. The Department may also deny or modify an excess levy appeal on the basis that the unit has sufficient fund balances to allow it to carry out its governmental functions. Additionally, the Department will take circuit breaker credits into consideration when estimating fund balance amounts.

Pursuant to IC 6-1.1-18.5-12(c), the Department reserves the right to require the appropriate unit official to produce relevant records or books in consideration of the appeal.

**THREE-YEAR GROWTH FACTOR**  
**(IC 6-1.1-18.5-13(a)(2))**

A unit qualifies to seek a three-year growth appeal if its average assessed value growth over the last three years exceeds the statewide average max levy growth quotient (“MLGQ”) for the same time period by at least 2%.

The following is a description of the steps the Department takes in accordance with IC 6-1.1-18.5-13(a)(3) to determine a unit’s eligibility and maximum appeal amount.

Step 1: Determine the three (3) calendar years that most immediately precede the ensuing calendar year and in which a statewide general reassessment of real property under IC 6-1.1-4-4 does not first become effective (2023, 2022, and 2021).

Step 2: Calculate the assessed value of all taxable property for the unit and divide that amount by the amount calculated for the previous year.

Step 3: Sum the results of Step 2 and divide by three (3).

Step 4: For each year, divide that amount by the amount calculated for the previous year. The calculations for Steps 4 and 5 are performed below:

2021	1.0392
2022	1.0541
2023	1.1481

Step 5: Add the Step 4 results and divide by three (3):  $(1.0392 + 1.0541 + 1.1481) / 3 = 1.0804$

Step 6: Divide the Step 3 results by the Step 5 results.

If Step 6 is equal to or greater than 1.02, then the unit is eligible for the appeal. The maximum amount that the Department may award in this appeal is the amount by which Step 3 exceeds the MLGQ as calculated according to IC 6-1.1-18.5-2.

**EXCESS LEVY APPEAL PETITION - COVER PAGE**

Three-Year Growth Factor Equal to or Exceeding 2% of Statewide Growth Factor

<b>Taxing Unit Name:</b>	Danville Civil Town
<b>County:</b>	Hendricks
<b>Fiscal Officer Name:</b>	Jennifer Pearcy, Clerk-Treasurer
<b>Office Address:</b>	49 N Wayne St. Danville, IN 46122
<b>Telephone Number:</b>	(317) 745-4180
<b>Email Address:</b>	<a href="mailto:jpearcy@danvilleindiana.org">jpearcy@danvilleindiana.org</a>
<b>Financial Advisor Contact Information:</b>	Paige Sansone, Partner, Baker Tilly Municipal Advisors, LLC <a href="mailto:paige.sansone@bakertilly.com">paige.sansone@bakertilly.com</a> +1 (317) 465-1521
<b>Appeal Amount:</b>	\$208,334

**For consideration, the submission must include the following documentation. Confirm that the following documents have been prepared and are included with your submission.**

	Required Documentation	Included?
1.	Cover page.	Y
2.	Excess Levy Appeal Petition Page 1, Page 2, and Page 3.	Y
3.	Petition to appeal for an increase above the maximum levy.	Y
4.	Signed Certification of Appeal Information.	Y

The required information must be filed with the Department on or before OCTOBER 19. Only email submissions bearing a timestamp of OCTOBER 19 or earlier will be considered. Completed submissions should be sent by email to your [Budget Field Representative](#).



**EXCESS LEVY APPEAL PETITION – PAGE 1**

Three-Year Growth Factor Equal to or Exceeding 2% of Statewide Growth Factor

1)	Based on the three-year growth calculation, what is the maximum appeal that the Department can consider for the unit?	
2)	Did the fiscal body approve this excess levy appeal?	Yes
3)	Was there any opposition or objection to the excess levy appeal?  If yes, please provide additional information about the opposition or objection on a separate document.	No
4)	Was an excess levy appeal included on the ensuing year's budget notice to taxpayers (Budget Form 3 – Column 4)?	Yes
5)	What was the balance of the rainy day fund on December 31, 2022?	\$612,314.88
6)	What is the current balance of the rainy day fund?	\$612,552.45
7)	Has this unit transferred funds to its rainy day fund during this budget year or the immediately preceding budget year?	No
8)	Has this unit transferred funds to its rainy day fund in the year in which the annexation, consolidation/reorganization, extension of services, error, shortfall, or emergency occurred?	No
9)	Does the unit plan to make a transfer to its rainy day fund before the end of the calendar year?	No
10)	Will an approved appeal increase the operating balance of any funds in the ensuing budget year?	Yes

**EXCESS LEVY APPEAL PETITION – PAGE 2**

Three-Year Growth Factor Equal to or Exceeding 2% of Statewide Growth Factor

**Section 1 – Non-Property Tax Revenue Available to Unit**

Revenue Type	2021	2022	2023	2024 (Estimated)
LIT – Certified Shares	\$1,577,298	\$1,564,170	\$1,732,484	\$1,860,242
LIT – Supplemental	\$224,432	\$181,947	\$269,698	\$0
CVET	\$4,692.18	\$4,879.16	\$4,278	\$4,825
Excise	\$202,770	\$201,683	\$174,209	\$196,472
FIT	\$30,490.86	\$34,886.75	\$30,184	\$34,041
Utility PILT (Please describe):	\$188,179	\$188,179	\$188,179	\$188,179
Public Safety LIT (Please describe):				
Other Revenue Source 3 (Please describe):				
Other Revenue Source 4 (Please describe):				
Other Revenue Source 5 (Please describe):				

**Section 2 – Percentage Increase to the Levy**

Requested Appeal	2024 Max Levy	Percentage Increase (Requested Appeal / 2024 Max Levy)
\$208,334	\$3,495,095	5.96%

**Section 3 – Estimated Impact to Tax Rate**

Requested Appeal	2024 Certified Net Assessed Value General Fund <sup>1</sup>	Percentage Increase (Requested Appeal / 2024 CNAV)
\$208,334	\$704,408,942	2.96%

**Note 1: The 2024 NAV must be certified by the county auditor by August 1. If the NAV has not been certified, contact the county auditor for an estimated value.**

### EXCESS LEVY APPEAL PETITION – PAGE 3

#### Three-Year Growth Factor Equal to or Exceeding 2% of Statewide Growth Factor

1. In addition to the meeting the mathematical qualifications for the appeal, the civil taxing unit must state that it will be unable to carry out the governmental functions committed to it by law unless it is given the authority that it is petitioning for. The civil taxing unit must support these allegations by reasonably detailed statements of fact. Please use the box below to provide the requested detailed statements. Provide additional pages, as needed.

During several years of budget process, the Town of Danville has prided itself on not raising taxes, while trying to maintain a balanced budget. The town has realized a great deal of real growth and potential growth, approving over 2,000 new homes over the next ten years. Every department has expressed a need for additional personnel while maintaining current personnel. The town of Danville has done everything it can to meet retention requests. We have tried to balance the requests of all departments in their personnel needs. The Town of Danville currently has 18 sworn police officers and 20 firefighters. A recent loss of nearly 50% of these employees has shown us that we have a need to do more to retain our current work force in public safety. This excess levy appeal would provide us with sustaining funding to maintain our current workforce and provide more experienced staffing within our Police and Fire Departments. Thus, providing greater protection to the citizens of Danville.

2. Of the governmental functions that the civil taxing unit is unable to carry, which specific expenses are the highest priority to fund, and why? Provide additional pages, as needed.

The town of Danville believes that one of our highest priorities is to fund with this appeal the public safety employee's portion of the 1977 Police and Fire Pension. We also intend to use the balance to help pay for other benefits for the Police and Fire Departments. Adding this funding to our budget will help us retain experienced Police Officers and Firefighters. Providing peace of mind to our citizens is one of the highest functions we can provide as a municipality. The retention of current staff and preventing the Town from becoming a training ground for other departments will help maintain qualified staffing for that community peace of mind.

3. Are there any facts, specific to this appeal, that the Department should consider in our review of the submission? Provide additional pages, as needed.

**The following is a breakdown of the employee portion of the 1977 Police and Fire Pension for a police officer and firefighter:**

#### **Employee Pension Contribution for Public Safety**

38	Number of Public Safety Employees on 77 PERF
\$4,380.00	PERF '77 Fund Employee Contribution (w/Seniority)
<b>\$166,440.00</b>	<b>Total Cost</b>
<b>\$187,200.00</b>	<b>Additional Levy from Appeal (after Circuit Breaker)</b>
<b>\$20,760.00</b>	<b>Difference to be used to offset insurance cost increases</b>

This appeal will provide us with sufficient funding to help retain public safety personnel. As we stated we feel this is important for our citizens and the overall function of the public safety operations of the town of Danville.



**PETITION TO APPEAL FOR AN INCREASE ABOVE THE MAXIMUM LEVY**

The Danville Town Council of Danville Civil Town,  
(Fiscal Body) (Taxing Unit)

Hendricks County, State of Indiana, has determined to appeal to the  
(County Name)

Department of Local Government Finance for an excess property tax levy.

Appeal Type	Appeal Amount
THREE-YEAR GROWTH FACTOR	\$208,334

We do hereby resolve to proceed with a petition for an excess property tax levy to the Department of Local Government Finance to increase the taxing unit's maximum levy and we represent that the taxing unit cannot carry out its governmental functions under its current maximum levy for the ensuing calendar year without the excess levy.

Adopted this 4th day of October, 2023

FOR	AGAINST

ATTEST: \_\_\_\_\_

## CERTIFICATION

I, the undersigned, hereby certify that the attached appeal information and supporting documentation is correct to the best of my knowledge and belief.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Jennifer Pearcy

(Printed Name of Fiscal Officer)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Clerk Treasurer Town of Danville

(Title)

\_\_\_\_\_  
[jpearcy@danvilleindiana.org](mailto:jpearcy@danvilleindiana.org)

(Email)

\_\_\_\_\_  
Paige E. Sansone, Partner, Baker Tilly

(Printed Name of Financial Advisor/Consultant)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
[paige.sansone@bakertilly.com](mailto:paige.sansone@bakertilly.com)

(Email)



# RESOLUTION FOR EMPLOYER PICK-UP OF THE MANDATORY MEMBER CONTRIBUTION

State Form 55544 (R4 / 11-22)

Resolution 10-2023

## INDIANA PUBLIC RETIREMENT SYSTEM

One North Capitol Avenue, Suite 001

Indianapolis, IN 46204-2014

Telephone: (888) 876-2707 (Toll-free)

Fax: (866) 591-9441 (Toll-free)

E-mail: [epa@inprs.in.gov](mailto:epa@inprs.in.gov)

Web site: [www.inprs.in.gov](http://www.inprs.in.gov)

### DO NOT USE FOR VOLUNTARY (10%) MEMBER CONTRIBUTIONS.

**NOTE:** IC 5-10.2-3-2, 35 IAC 11 authorizes employers to pick-up and pay all or part of members' mandatory contributions and also contributions to the member's Defined Contributions (DC) in addition to the required contributions.

I, JENNIFER I. PEARCY hereby certify, that I am CLERK/TREASURER of  
(Name of Officer) (Title of Officer)

TOWN OF DANVILLE FIRE DEPT., 7865200, an entity duly organized and existing  
(Name of Entity) (Employer Number)

under the laws of Indiana that a meeting of the DANVILLE TOWN COUNCIL of this entity,  
(Designated Board Council, etc.)

duly called and held on the 4th day of OCTOBER, 2023, at which a quorum  
(Day) (Month) (Year)

was present and, acting through, the following resolutions were duly adopted, and are still in full force and effect.

Whereas the General Assembly of the State of Indiana has authorized covered employers to pick-up all or part of members' mandatory contributions, be it resolved:

1. That the Entity participates in the: (select one)

☐ Public Employees' Retirement Fund (PERF)

☐ Teachers' Retirement Fund (TRF)

☒ 1977 Police Officers' and Firefighters Pension and Disability Fund (1977 Fund)

**NOTE: Prepare a separate Resolution for participation in each Fund.**

2. That, effective as of the 4th day of OCTOBER, 2023, this Entity shall pick up ☒ all or \_\_\_\_%  
(Day) (Month) (Year)

of the mandatory contribution by ☒ all or \_\_\_\_ (complete information about affected group) employees who are members of and that no contributions prior to the Entity's action shall be picked-up under the terms of this Resolution.



# RESOLUTION FOR EMPLOYER PICK-UP OF THE MANDATORY MEMBER CONTRIBUTION

State Form 55544

## SELECT EITHER 3A OR 3B.

- 3A. ☒ **New Money Pick-Up** - That the above contributions, even though designated as employee contributions for state law purposes, are being paid by the employer in addition to regular compensation as a supplemental contribution that is separate and distinct from the employees' current or future compensation, and in lieu of contributions by the employees.

Such contributions are not included in the gross income of the employees for any tax reporting purposes, that is for federal, state or local income tax withholding, or FICA taxes, until distributed either through a pension benefit or a lump sum payment. These contributions are made on a pre-tax basis and are paid by the employer on behalf of the employee.

- 3B. ☐ **Salary Reduction Pick-Up** - That said contributions, even though designated as employee contributions for state law purposes, are being paid by the employer via a reduction in salary.

Such contributions are not included in the gross income of the employees for certain tax reporting purposes, that is, for federal, state, or local income tax withholding, until distributed either through a pension benefit or a lump sum payment. Such contributions are included in the gross income of the employees for FICA taxes when they are made. These contributions are made on a pre-tax basis but are paid by the employee through a payroll deduction.

That said employees shall not be entitled the option of choosing to receive the contributed amounts directly instead of having them paid by the employer to the specified pension fund.

I further certify that the action authorized to be taken by the foregoing resolutions is not contrary to any provision of the Entity.

In witness whereof,

I have hereunto affixed my hand and seal of said Entity this 4th day of OCTOBER, 2023.  
(Day) (Month) (Year)

CLERK/TREASURER

(Signature)

(Title)

SEAL

JENNIFER I. PEARCY

(Printed Name)

(David Winters)

(Nancy Leavitt)

(Greg Irby)

(Michael Chatham)

(Chris Gearld)

## NOTES:

1. The effective date **MUST** be after the date that the resolution is adopted.
2. Submitter must use either 3A or 3B, do not use both.



**RESOLUTION FOR EMPLOYER PICK-UP OF  
THE MANDATORY MEMBER CONTRIBUTION**

State Form 55544 (R4 / 11-22)

Resolution 9-2023

**INDIANA PUBLIC RETIREMENT SYSTEM**  
One North Capitol Avenue, Suite 001  
Indianapolis, IN 46204-2014  
Telephone: (888) 876-2707 (Toll-free)  
Fax: (866) 591-9441 (Toll-free)  
E-mail: [appa@inprs.in.gov](mailto:appa@inprs.in.gov)  
Web site: [www.inprs.in.gov](http://www.inprs.in.gov)

**DO NOT USE FOR VOLUNTARY (10%) MEMBER CONTRIBUTIONS.**

**NOTE:** IC 5-10.2-3-2, 35 IAC 11 authorizes employers to pick-up and pay all or part of members' mandatory contributions and also contributions to the member's Defined Contributions (DC) in addition to the required contributions.

I, JENNIFER I. PEARCY hereby certify, that I am CLERK/TREASURER of  
(Name of Officer) (Title of Officer)

TOWN OF DANVILLE POLICE DEPT., 7865100, an entity duly organized and existing  
(Name of Entity) (Employer Number)

under the laws of Indiana that a meeting of the DANVILLE TOWN COUNCIL of this entity,  
(Designated Board Council, etc.)

duly called and held on the 4th day of OCTOBER, 2023, at which a quorum  
(Day) (Month) (Year)

was present and, acting through, the following resolutions were duly adopted, and are still in full force and effect.

Whereas the General Assembly of the State of Indiana has authorized covered employers to pick-up all or part of members' mandatory contributions, be it resolved:

1. That the Entity participates in the: (select one)

☐ Public Employees' Retirement Fund (PERF)

☐ Teachers' Retirement Fund (TRF)

☒ 1977 Police Officers' and Firefighters Pension and Disability Fund (1977 Fund)

**NOTE: Prepare a separate Resolution for participation in each Fund.**

2. That, effective as of the 4th day of OCTOBER, 2023, this Entity shall pick up ☒ all or \_\_\_\_%  
(Day) (Month) (Year)  
of the mandatory contribution by ☒ all or \_\_\_\_\_ (complete information about affected group) employees  
who are members of and that no contributions prior to the Entity's action shall be picked-up under the terms of this  
Resolution.

# RESOLUTION FOR EMPLOYER PICK-UP OF THE MANDATORY MEMBER CONTRIBUTION

State Form 55544

## SELECT EITHER 3A OR 3B.

- 3A. ☒ **New Money Pick-Up** - That the above contributions, even though designated as employee contributions for state law purposes, are being paid by the employer in addition to regular compensation as a supplemental contribution that is separate and distinct from the employees' current or future compensation, and in lieu of contributions by the employees.

Such contributions are not included in the gross income of the employees for any tax reporting purposes, that is for federal, state or local income tax withholding, or FICA taxes, until distributed either through a pension benefit or a lump sum payment. These contributions are made on a pre-tax basis and are paid by the employer on behalf of the employee.

- 3B. ☐ **Salary Reduction Pick-Up** - That said contributions, even though designated as employee contributions for state law purposes, are being paid by the employer via a reduction in salary.

Such contributions are not included in the gross income of the employees for certain tax reporting purposes, that is, for federal, state, or local income tax withholding, until distributed either through a pension benefit or a lump sum payment. Such contributions are included in the gross income of the employees for FICA taxes when they are made. These contributions are made on a pre-tax basis but are paid by the employee through a payroll deduction.

That said employees shall not be entitled the option of choosing to receive the contributed amounts directly instead of having them paid by the employer to the specified pension fund.

I further certify that the action authorized to be taken by the foregoing resolutions is not contrary to any provision of the Entity.

In witness whereof,

I have hereunto affixed my hand and seal of said Entity this 4th day of OCTOBER, 2023.  
(Day) (Month) (Year)

CLERK/TREASURER

(Signature)

(Title)

JENNIFER I. PEARCY

(Printed Name)

(David Winters)

(Nancy Leavitt)

(Greg Irby)

(Michael Chatham)

(Chris Gearld)

## NOTES:

1. The effective date **MUST** be after the date that the resolution is adopted.
2. Submitter must use either 3A or 3B, do not use both.



**INTERLOCAL AGREEMENT BETWEEN THE TOWN OF DANVILLE AND  
MARION TOWNSHIP CONCERNING FIRE PROTECTION AND RESCUE  
SERVICES**

WHEREAS, Ind. Code § 36-1-7 *et seq.* provides that governmental entities may enter into interlocal agreements to exercise authorized powers;

WHEREAS, the Town of Danville, Indiana ("Town") and the Marion Township Trustee and his/her Advisory Board ("Township") are Indiana political subdivisions, as defined in Ind. Code § 36-1-2-13; and

WHEREAS, the Town and the Township now desire to enter into this Interlocal Agreement ("Agreement") whereby the Town will furnish fire protection and rescue services on call to the Township.

NOW, THEREFORE, the Town and the Township hereby agree as follows:

**1. Purpose.** The purpose of this Agreement is for the Town and the Township to advance their mutual interest in and concern for the adequate provision of fire protection and rescue services within the Township.

**2. Services and Consideration.** The Town agrees to furnish fire protection and rescue services ("Services") on call to the Township. In consideration for provision of the Services, the Township agrees to pay to the Town the sum of thirty-eight thousand, eight hundred and thirty-three dollars and sixty-nine cents (\$38,833.69). Payment to the Town shall be made in three (3) payments. Eight Thousand, Eight Hundred and thirty-three dollars and sixty-nine cents (\$8,833.69) will be paid in January 2024. Two (2) equal payments of fifteen thousand dollars (\$15,000.00) shall be paid from the Township's June 30, 2024, and December 31, 2024, distributions from the Hendricks County Auditor.

**3. Duration.** This Agreement shall be effective on January 1, 2024, and shall bind the Town and the Township until December 31, 2024, or until termination pursuant to Section 8 of this Agreement.

**4. Administration.** This Agreement shall be administered through a joint board composed of representative(s) of the Town and representatives(s) of the Township. The Town's clerk-treasurer is responsible for receiving, disbursing, and

accounting for monies involved in this Agreement.

**5. Staffing and Supplying.** The Town agrees to furnish and pay for all equipment necessary for provision of the Services. Upon termination of this Agreement, all equipment previously provided shall remain property of the Town. The Town will supply the Town's fire and rescue personnel for provision of the Services.

**6. Insurance.** The Town shall be solely responsible for insurance, compensation, and other employment requirements for the Town's fire and rescue personnel, except those insurance requirements so specified by law which require shared costs.

**7. Termination.** This Agreement may be terminated by the Town or the Township upon ninety (90) days prior written notice to the other party.

**8. Recording and Filing.** Pursuant to Ind. Code § 36-1-7-6, before this Agreement takes effect, it must be recorded with the Office of the Hendricks County Recorder. Not later than sixty (60) days after this Agreement takes effect, it must be filed with the State Board of Accounts for audit purposes.

**9. Counterparts.** This Agreement may be executed in counterparts, each of which when so executed shall be deemed to be an original, and such counterparts, together, shall constitute but one and the same instrument, which shall be sufficiently evidenced by any such original counterpart.

**10. Modification.** This Agreement shall not be modified except by a written instrument executed by the Town and the Township.

**11. Entire Agreement.** This Agreement contains the complete and entire

agreement between the Town and Township concerning the subject matter hereof. There are no oral promises, conditions, representations, understandings, interpretations or terms of any kind as conditions or inducements to the execution hereof or in effect between the Town and Township.

**12. Notices.** Any notice required to be sent pursuant to this Agreement shall be in writing and shall be sent to either the Town or the Township at the address listed below, or such other address as either party may designate in writing to the other party.

Town of Danville  
Attn: Mark Morgan - Town Manager  
49 North Wayne Street  
Danville, IN 46122

Marion Township Trustee's Office  
Attn: Glenn Klaum - Trustee  
7699 West CR 100 North  
Danville, IN 46122

TOWN OF DANVILLE

Attest:

\_\_\_\_\_  
Jennifer I. Percy, Clerk – Treasurer

\_\_\_\_\_  
David Winters

\_\_\_\_\_  
Nancy Leavitt

\_\_\_\_\_  
Chris Gearld

\_\_\_\_\_  
Greg Irby

\_\_\_\_\_  
Michael Chatham

TOWNSHIP TRUSTEE

\_\_\_\_\_

TOWNSHIP BOARD

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AMENDMENT:

**2.19 TOWN CREDIT CARDS:**

The following positions are designated Town Credit Card holders: Town Manager, Assistant Town Manager, Town Planner, Clerk/Treasurer, Police Chief, Fire Chief, Stormwater Superintendent, Public Works Superintendent, Water Superintendent, Wastewater Superintendent, Parks Director and Human Resources Officer. The cards may be used for the following purposes:

- Registration for training, conferences, and workshops
- Travel, lodging, meals, and fuel (as needed)
- Internet online purchases for government use only
- Pre-Approved purchases by the Clerk/Treasurer

Purchases for personal use are not allowed. Claims must be submitted with an invoice or receipt for the purchase as well as the credit card invoice. Any interest or penalty incurred due to late filing or furnishing of documentation by a designated official will be the responsibility of that official.

Amended this 4<sup>th</sup> day of October 2023.

---

David Winters – Council President

Attest:

---

Jennifer I. Percy – Clerk/Treasurer

**Resolution 11 - 2023**  
**A Resolution providing for the transfer of appropriations**  
**Between Major Budget Classifications.**

WHEREAS, Certain conditions have developed since the adoption of the existing 2023 budget and it is now necessary to transfer appropriations into different Major Budget Classifications than was appropriated in the annual budget for the various functions of the Town of Danville.

NOW, THEREFORE, BE IT RESOLVED by the Danville Town Council that:

SECTION 1. For that expense of the Town of Danville, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such funds herein transferred unless otherwise stipulated by law.

SECTION 2. Where it has been shown that certain existing appropriations have obligated balances which will be available for transferring as follows:

AMOUNT	FUND:	FROM:	FUND:	TO:	REASON:
\$1050.00	2500	1-1010 Host Fund Cash	2500	5-500-43102 Professional Services	Salaries for Host Future Fund Board 2022 & 2023
\$1567.49	2500	1-1010 Host Fund Cash	2500	5-500-43241 Broadband/Fiber Maintenance	To cover overages Broadband/Fiber Maintenance. We had a Fiber Line that was cut.
\$149,587.27	2500	1-1010 Host Fund Cash	2500	5-500-45920 Discretionary Fund	Football Tower

Adopted this   4th   day of October, 2023.

Town of Danville

\_\_\_\_\_  
David Winters

\_\_\_\_\_  
Nancy Leavitt

Attested to:

\_\_\_\_\_  
Greg Irby

\_\_\_\_\_  
Chris Gearld

\_\_\_\_\_  
Jennifer I Percy, Clerk-Treasurer

\_\_\_\_\_  
Michael Chatham





Town of Danville, IN

# Detail Report

## Account Detail

Date Range: 01/01/2023 - 09/30/2023

Account	Name			Beginning Balance	Total Activity	Ending Balance		
Fund: 2500 - HOST COMMUNITY AGREEMENT	DISCRETIONARY FUND			0.00	149,987.27	149,987.27		
2500-5-500-45920								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
03/15/2023	ZDET2024-AP-693	1	35253	JMH MASONRY-PARKS	23022 - JMH MASONRY		22,000.00	22,000.00
04/06/2023	ZDET2024-AP-695	202303244851	35304	CHARLES FISH CONSTRUCTION-PARK	08697 - CHARLES FISH CONSTRUCTION, IN		13,800.00	35,800.00
04/13/2023	APPKT00009	23.018-001	35402	03/22/23 23.018-001 PLUMBING-PARK	06507 - JUSTIN DORSEY PLUMBING		4,900.43	40,700.43
04/13/2023	APPKT00009	3	35401	04/11/23 3 BLOCK MATERIAL-FOOTBAL	23022 - JMH MASONRY		46,000.00	86,700.43
05/11/2023	APPKT00054	57349	35578	03/23/23 57349 FOOTBALL SCOREBOA	23278 - ELECTRO-MECH SCOREBOARD CO.		15,480.00	102,180.43
06/01/2023	APPKT00108	487707	35657	05/11/23 487707 LABOR FOR BUILDING	23280 - 1st PLACE CONSTRUCTION LLC		6,000.00	108,180.43
06/01/2023	APPKT00108	487708	35657	05/24/23 487708 LABOR FOR BUILDING	23280 - 1st PLACE CONSTRUCTION LLC		6,000.00	114,180.43
06/01/2023	APPKT00077	0720-527932	35658	04/26/23 0720-527932 EAKIN PARK LU	18102 - 84 LUMBER COMPANY		8,031.30	122,211.73
06/01/2023	APPKT00077	500.00	35683	02/22/23 57349 SCOREBOARDS-PARKS	23278 - ELECTRO-MECH SCOREBOARD CO.		500.00	122,711.73
06/15/2023	APPKT00115	0720-528137	35763	05/02/23 0720-528137 MATERIALS FOR	18102 - 84 LUMBER COMPANY		277.24	122,988.97
06/15/2023	APPKT00115	0720-528304	35763	05/04/23 0720-528304	18102 - 84 LUMBER COMPANY		147.27	123,136.24
06/15/2023	APPKT00115	0720-528344	35763	05/05/23 0720-528344 MATERIALS-EAK	18102 - 84 LUMBER COMPANY		88.50	123,224.74
06/15/2023	APPKT00115	0720-528547	35763	05/11/23 0720-528547 MATERIALS-EAK	18102 - 84 LUMBER COMPANY		314.68	123,539.42
06/15/2023	APPKT00115	0720-528874	35763	05/18/23 0720-528874 MATERIALS-EAK	18102 - 84 LUMBER COMPANY		1,072.48	124,611.90
06/15/2023	APPKT00115	0720-529015	35763	05/22/23 0720-529015 MATERIALS-EAK	18102 - 84 LUMBER COMPANY		499.17	125,111.07
06/15/2023	APPKT00115	20182393-00	35775	06/06/23 20182393-00 DOORS - PARKS	23301 - FOUNDATION BUILDING MATERIAL		11,500.00	136,611.07
06/15/2023	APPKT00115	2679	35762	07/01/23 2679 MEMBERSHIP-PARKS DE	21552 - 3CMA CITY-COUNTY COMMUNICA		400.00	137,011.07
06/15/2023	APPKT00115	487709	35761	05/30/23 487709 ROOFING/PAINTING/	23280 - 1st PLACE CONSTRUCTION LLC		9,100.00	146,111.07
06/29/2023	APPKT00138	20182393-01	35849	06/22/23 20182393-01 THRESHOLDS-P	23301 - FOUNDATION BUILDING MATERIAL		250.00	146,361.07
08/31/2023	APPKT00239	0720-532137	36155	08/04/23 0720-532137 WINDOWS TO	18102 - 84 LUMBER COMPANY		3,626.20	149,987.27

Total Fund: 2500 - HOST COMMUNITY AGREEMENT:

Beginning Balance: 0.00

Total Activity: 149,987.27

Ending Balance: 149,987.27

Grand Totals: Beginning Balance: 0.00

Total Activity: 149,987.27

Ending Balance: 149,987.27



Town of Danville, IN

# Detail Report

## Account Detail

Date Range: 01/01/2023 - 09/30/2023

Account	Name		Beginning Balance	Total Activity	Ending Balance			
Fund: 2500 - HOST COMMUNITY AGREEMENT	BROADBAND/FIBER MAINT							
2500-5-500-43241			0.00		5,878.33			
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/12/2023	ZDET2024-AP-688	202301064711-3	34916	DUKE ENERGY-400 URBAN ST	01111 - DUKE ENERGY PAYMENT PROCESSI		243.47	243.47
01/18/2023	ZDET2024-AP-687	6300	34957	ENDEAVOR COMMUNICATIONS-TM	17022 - ENDEAVOR COMMUNICATIONS		4,500.00	4,743.47
02/22/2023	ZDET2024-AP-691	202302214786-1	35134	DUKE ENERGY-400 URBAN ST	01111 - DUKE ENERGY PAYMENT PROCESSI		246.56	4,990.03
03/13/2023	ZDET2024-AP-694	202303094833-4	35217	DUKE ENERGY-400 URBAN ST	01111 - DUKE ENERGY PAYMENT PROCESSI		196.84	5,186.87
04/13/2023	APPKT00012	15-0	35362	04/06/23 15 400 URBAN ST 9101 2104	01111 - DUKE ENERGY PAYMENT PROCESSI		202.67	5,389.54
04/13/2023	APPKT00018	15-0-R	35362	DUKE ENERGY PAYMENT PROCESSING R	01111 - DUKE ENERGY PAYMENT PROCESSI		-202.67	5,186.87
04/17/2023	APPKT00017	22-1	35372	04/06/23 22 400 URBAN ST DATA CTR 9	01111 - DUKE ENERGY PAYMENT PROCESSI		202.67	5,389.54
05/11/2023	APPKT00068	110-0	35550	05/05/23 110 400 URBAN ST DTA CTR 9	01111 - DUKE ENERGY PAYMENT PROCESSI		123.78	5,513.32
06/14/2023	APPKT00128	MAY 23-4	35745	06/07/23 MAY 23 400 URBAN ST 9101	01111 - DUKE ENERGY PAYMENT PROCESSI		137.60	5,650.92
07/13/2023	APPKT00179	JUNE 2023-4	35914	07/07/23 JUNE 23 400 URBAN ST 9101	01111 - DUKE ENERGY PAYMENT PROCESSI		130.43	5,781.35
08/10/2023	APPKT00233	JULY 2023-2	36078	08/07/	01111 - DUKE ENERGY PAYMENT PROCESSI		96.98	5,878.33

Total Fund: 2500 - HOST COMMUNITY AGREEMENT:	Beginning Balance: 0.00	Total Activity: 5,878.33	Ending Balance: 5,878.33
Grand Totals:	Beginning Balance: 0.00	Total Activity: 5,878.33	Ending Balance: 5,878.33

## RESOLUTION 12-2023

### A Resolution providing for the transfer of appropriations between Major Budget Classifications

WHEREAS, Certain conditions have developed since the adoption of the 2023 budget and it is now necessary to transfer appropriations into different Major Budget Classifications than was appropriated in the annual budget for the various functions of the Town of Danville.

NOW, THEREFORE, BE IT RESOLVED by the Danville Town Council that:

SECTION 1. For that expense of the Town of Danville, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such funds herein transferred unless otherwise stipulated by law.

SECTION 2. Where it has been shown that certain existing appropriations have obligated balances which will be available for transferring as follows:

AMOUNT	FUND:	FROM:	FUND:	TO:	REASON:
\$18.33	4402	5-500-43103 (Contractual Services- CCD)	4402	5-500-43310 (Printing & Advertising- CCD)	To Balance the Account
\$5,102.94	4402	5-500-43103 (Contractual Services- CCD)	4402	5-500-44950 (Paving/Sidewalks-CCD)	To Balance the Account

Adopted this 4<sup>th</sup> day of October 2023.

Danville Town Council

\_\_\_\_\_  
David Winters

\_\_\_\_\_  
Nancy Leavitt

\_\_\_\_\_  
Chris Gearld

\_\_\_\_\_  
Michael Chatham

\_\_\_\_\_  
Greg Irby

Attested to:

\_\_\_\_\_  
Jennifer I. Pearcy: Clerk/Treasurer



Town of Danville, IN

# Budget Report Account Summary

For Fiscal: 2023 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 4402 - CCD</b>							
<b>Expense</b>							
<b>Department: 500 - NON-DEPARTMENTAL- GE</b>							
4402-5-500-43103	CONTRACTUAL SERVICES	130,000.00	130,000.00	2,267.71	35,287.77	94,712.23	27.14 %
4402-5-500-43310	PRINTING/ADVERTISING	0.00	0.00	0.00	18.33	-18.33	0.00 %
4402-5-500-43401	WORKERS COMP INS	67,510.00	67,510.00	0.00	57,619.32	9,890.68	85.35 %
4402-5-500-44950	PAVING/SIDEWALKS	0.00	0.00	0.00	5,102.94	-5,102.94	0.00 %
<b>Department: 500 - NON-DEPARTMENTAL- GE Total:</b>		<b>197,510.00</b>	<b>197,510.00</b>	<b>2,267.71</b>	<b>98,028.36</b>	<b>99,481.64</b>	<b>49.63%</b>
<b>Expense Total:</b>		<b>197,510.00</b>	<b>197,510.00</b>	<b>2,267.71</b>	<b>98,028.36</b>	<b>99,481.64</b>	<b>49.63%</b>
<b>Fund: 4402 - CCD Total:</b>		<b>197,510.00</b>	<b>197,510.00</b>	<b>2,267.71</b>	<b>98,028.36</b>	<b>99,481.64</b>	<b>49.63%</b>
<b>Report Total:</b>		<b>197,510.00</b>	<b>197,510.00</b>	<b>2,267.71</b>	<b>98,028.36</b>	<b>99,481.64</b>	<b>49.63%</b>

Transfer

4402-5-500-43103 - \$18.33 to

4402-5-500-43310

4402-5-500-43103 - \$5,102.94 to

4402-500-44950

**ORDINANCE 17 – 2023**  
**APPROPRIATION REDUCTION RESOLUTION**

Whereas, it has been shown that certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated; now, therefore:

Sec. 1. Be it ordained (resolved) by the Town of Danville, Hendricks County, Indiana that the following existing appropriations be reduced in the following amounts:

<u><b>Fund Name: General</b></u>	<b>AMOUNT OF REDUCTION REQUESTED</b>	<b>AMOUNT OF REDUCTION APPROVED BY FISCAL BODY</b>
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ <u>64,824.49</u>	\$ <u>64,824.49</u>
<b>TOTAL for <u>MVH RESTRICTED</u>:</b>	<b>\$ <u>64,824.49</u></b>	<b>\$ <u>64,824.49</u></b>

\*\*\*\*\*

Adopted this 20th day of September, 2023.

NAY

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 \_\_\_\_\_  
 \_\_\_\_\_

AYE

\_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
 Secretary of Governing Body

**Budget Report**

**For Fiscal: 2023 Period Ending: 09/30/2023**

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 2203 - MVH RESTRICTED</b>						
<b>Expense</b>						
<b>Department: 500 - NON-DEPARTMENTAL- GE</b>						
<u>2203-5-500-42107</u> PAVING EXPENSE	177,092.00	177,092.00	0.00	0.00	177,092.00	0.00 %
<b>Department: 500 - NON-DEPARTMENTAL- GE Total:</b>	<b>177,092.00</b>	<b>177,092.00</b>	<b>0.00</b>	<b>0.00</b>	<b>177,092.00</b>	<b>0.00%</b>
<b>Expense Total:</b>	<b>177,092.00</b>	<b>177,092.00</b>	<b>0.00</b>	<b>0.00</b>	<b>177,092.00</b>	<b>0.00%</b>
<b>Fund: 2203 - MVH RESTRICTED Total:</b>	<b>177,092.00</b>	<b>177,092.00</b>	<b>0.00</b>	<b>0.00</b>	<b>177,092.00</b>	<b>0.00%</b>



# TOWN OF DANVILLE

## EXPENDITURE REQUEST

Requesting Department:

Public Works

Amount Requested:

\$488,234.80

Fund/Appropriation Requested  
to Expend From:

2201-5-500-42107 (MVH Paving Expense) &  
4471-5-500-44000 (Capital Outlays)

### Explanation for Requested Funds

These funds will be used to pay for the 2023 CCMG resurfacing completed throughout the Town of Danville. With the CCMG, \$244,117.40 will be expended from the MVH Paving Expense, and the other \$244,117.40 will be expended from the INDOT funds through the Capital Outlays account.

**IMPORTANT:** All requests must be submitted to the Town Manager and Clerk-Treasurer at least 7 days prior to the next Council meeting to be included on the agenda for Council consideration.

Budget Review  
Recommendation: Town  
Manager & Clerk-Treasurer  
Approve, Disapprove,  
Further Review Comments:

*Janice Pearson*

*Mark R. Morgan*

COUNCIL NOTES:

Requested by:

*C. Costa*

Date:

9/26/2023

# APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE ONE OF PAGES 2

TO CONTRACTOR:

Town of Danville

PROJECT: HOWARD PROJECT NO.: 23-3506

Town of Danville 2023 Asphalt Resurfacing

APPLICATION NO.: 1

APPLICATION DATE: 9/25/2023

PERIOD TO: 9/25/2023

OWNER/GC PROJECT NOS.:

CONTRACT DATE:

Distribution to:  
☒ OWNER  
☐ CONSTRUCTION  
☐ MANAGER  
☐ ARCHITECT  
☐ CONTRACTOR

FROM CONTRACTOR:

Howard Companies  
 2916 Kentucky Avenue  
 Indianapolis, IN 46221

VIA CONSTRUCTION MANAGER:  
 VIA ARCHITECT:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM .....	\$ 512,873.50
2. Net change by Change Orders .....	\$ -
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	\$ 512,873.50
4. TOTAL COMPLETED & STORED TO DATE .....	\$488,234.80
(Column G on G703)	
5. RETAINAGE:	
a. 0% of Completed Work	\$ -
(Column L on G703)	
b. 0% of Stored Material	N/A
(Column F on G703)	
Total Retainage (Line 5a + 5b or	
Total in Column I of G703) .....	\$ -
6. TOTAL EARNED LESS RETAINAGE .....	\$ 488,234.80
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	
(Line 6 from prior Certificate) .....	
8. CURRENT PAYMENT DUE .....	\$ 488,234.80
9. BALANCE TO FINISH, INCLUDING RETAINAGE	
(Line 3 less Line 6)	\$ 24,638.70

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ -	\$ -
Total approved this Month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

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 completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Howard Companies

By: 

Date: 05/15/2030

State of: INDIANA  
 County of: Marion  
 Subscribed and sworn to before me this 25th day of Sep 2023.

Notary Public:  
 My Commission expires: 05/15/2030

## CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their 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.

AMOUNT CERTIFIED .....  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified)

GENERAL CONTRACTOR

By: \_\_\_\_\_

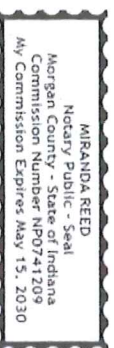
Date: \_\_\_\_\_

ARCHITECT:

By: \_\_\_\_\_

Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.





# CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing  
Contractor's signed Certificate is attached.

Use Column P on Contracts where winter retainage for line items may apply.

PROJECT  
HARDING PROJECT NO. 23-556

APPLICATION NUMBER: 1.00  
APPLICATION DATE: 9/25/2023  
PERIOD TO: 9/25/2023  
OWNER/SC PROJECT NO.: 0

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
ITEM #	DESCRIPTION OF WORK	SCHEDULED QUANTITY	UNIT OF MEASURE	UNIT PRICE	SCHEDULED VALUE	QUANTITY FROM PREVIOUS APPLICATION	VALUE FROM PREVIOUS APPLICATIONS	QUANTITY THIS APPLICATION	VALUE THIS APPLICATION	QUANTITY COMPLETED TO DATE	TOTAL VALUE COMPLETED TO DATE	PERCENT COMPLETED	QUANTITY REMAINING TO COMPLETE	VALUE BALANCE TO COMPLETE	RETAINAGE 0%
1	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 1,650.00	\$ 1,650.00										
2	MILLING 2 INCHES	9,594	SYS	\$ 1.80	\$ 17,107.20										
3	HMA TYPE B	1,000	TON	\$ 87.00	\$ 87,000.00										
4	TACK COAT	713	GAL	\$ 1.70	\$ 1,212.10										
5	HMA FOR BASE REPAIR 6 INCH	50	TON	\$ 150.00	\$ 7,500.00										
6	MAINTENANCE OF TRAFFIC	1	LS	\$ 2,100.00	\$ 2,100.00										
7	ADJUST CASTINGS TO GRADE	3	EA	\$ 600.00	\$ 1,800.00										
8	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 1,650.00	\$ 1,650.00										
9	MILLING 2 INCHES	8,155	SYS	\$ 1.80	\$ 14,679.00										
10	HMA TYPE B	858	TON	\$ 87.00	\$ 74,686.00										
11	TACK COAT	615	GAL	\$ 1.70	\$ 1,045.50										
12	HMA FOR BASE REPAIR 6 INCH	50	TON	\$ 150.00	\$ 7,500.00										
13	MAINTENANCE OF TRAFFIC	1	LS	\$ 2,100.00	\$ 2,100.00										
14	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 1,650.00	\$ 1,650.00										
15	MILLING 2 INCHES	1,126	SYS	\$ 1.80	\$ 2,026.80										
16	HMA TYPE B	119	TON	\$ 87.00	\$ 10,353.00										
17	TACK COAT	85	GAL	\$ 1.70	\$ 144.50										
18	HMA FOR BASE REPAIR 6 INCH	50	TON	\$ 150.00	\$ 7,500.00										
19	MAINTENANCE OF TRAFFIC	1	LS	\$ 2,100.00	\$ 2,100.00										
20	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 1,650.00	\$ 1,650.00										
21	MILLING 2 INCHES	7,707	SYS	\$ 1.80	\$ 13,872.60										
22	HMA TYPE B	811	TON	\$ 87.00	\$ 70,557.00										
23	TACK COAT	580	GAL	\$ 1.70	\$ 986.00										
24	HMA FOR BASE REPAIR 6 INCH	75	TON	\$ 150.00	\$ 11,250.00										
25	MAINTENANCE OF TRAFFIC	1	LS	\$ 2,100.00	\$ 2,100.00										
26	ADJUST CASTINGS TO GRADE	5	EA	\$ 600.00	\$ 3,000.00										
27	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 1,650.00	\$ 1,650.00										
28	MILLING 2 INCHES	4,586	SYS	\$ 1.80	\$ 8,218.80										
29	HMA TYPE B	481	TON	\$ 87.00	\$ 41,847.00										
30	TACK COAT	343	GAL	\$ 1.70	\$ 583.10										
31	HMA FOR BASE REPAIR 6 INCH	50	TON	\$ 150.00	\$ 7,500.00										
32	MAINTENANCE OF TRAFFIC	1	LS	\$ 2,100.00	\$ 2,100.00										
33	ADJUST CASTINGS TO GRADE	3	EA	\$ 600.00	\$ 1,800.00										
34	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 1,650.00	\$ 1,650.00										
35	MILLING 2 INCHES	1,730	SYS	\$ 1.80	\$ 3,114.00										
36	HMA TYPE B	183	TON	\$ 87.00	\$ 16,021.00										
37	TACK COAT	130	GAL	\$ 1.70	\$ 221.00										
38	HMA FOR BASE REPAIR 6 INCH	50	TON	\$ 150.00	\$ 7,500.00										
39	MAINTENANCE OF TRAFFIC	1	LS	\$ 2,100.00	\$ 2,100.00										
40	MOBILIZATION AND DEMOBILIZATION	1	LS	\$ 1,650.00	\$ 1,650.00										
41	MILLING 2 INCHES	5,268	SYS	\$ 1.80	\$ 9,482.40										
42	HMA TYPE B	555	TON	\$ 87.00	\$ 48,285.00										
43	TACK COAT	395	GAL	\$ 1.70	\$ 671.50										
44	HMA FOR BASE REPAIR 6 INCH	50	TON	\$ 150.00	\$ 7,500.00										
45	MAINTENANCE OF TRAFFIC	1	LS	\$ 2,100.00	\$ 2,100.00										
46	ADJUST CASTINGS TO GRADE	3	EA	\$ 600.00	\$ 1,800.00										
					\$ 512,873.50		\$ -		\$ 488,234.80		\$ 488,234.80	95%		\$ 24,638.70	\$ -

# TOWN OF DANVILLE

## EXPENDITURE REQUEST

Requesting Department:

Public Works

Amount Requested:

\$100,094.75

Fund/Appropriation Requested  
to Expend From:

2201-5-500-42107- MVH Paving Expense  
2203-5-500-42107- MVH Restricted  
2201-5-500-43120- MVH Wheel/Surtax  
4402-5-500-43103- Contractual Services

### Explanation for Requested Funds

Northview Dr. is proposed to have the northern half resurfaced to improve drainage. DPW would like to request the southern half to be resurfaced as well as the road is currently a PASER 2, and could use the resurfacing. Completing both portions will ensure that the road maintains on a single maintenance schedule. In addition to Northview Dr., the area of Sherwood Dr. & Old Farm Rd. was not able to be completed due to a clerical error with INDOT. Since the CCMG bids came in lower and the project came in under contract amount, we would like to finish the Old Farm/Sherwood area to ensure it also remains on a single maintenance cycle. The amounts to be expended to be included with the previously approved Stormwater funds of \$41,797.25 include:

2201-5-500-42107 (MVH Paving Expense)- \$15,882.60

2203-5-500-42107 (MVH Restricted)- \$60,175.51

2201-5-500-43120- (MVH Wheel/Surtax) \$10,000.00

4402-5-500-43103- (Contractual Services)- \$14,036.64

**IMPORTANT:** All

*requests must be submitted to the Town Manager and Clerk-Treasurer at least 7 days prior to the next Council meeting to be included on the agenda for Council consideration.*

Budget Review  
Recommendation: Town  
Manager & Clerk-Treasurer  
Approve, Disapprove,  
Further Review Comments:

*Jennifer Kearney*

*Mark R. Morgan*

COUNCIL NOTES:

Requested by:

*[Signature]*

Date:

9/26/2023



# Pavement Maintenance Proposal

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**Town Of Danville**

**Barry Lofton**

**Project:**

**Danville Street**

8 Northview Dr  
Danville, Indiana 46122



Charlie Moore  
Senior Sales Executive

## Mill and Resurface Asphalt Pavement

1. Area based on approximately 2,253 square yards: We will mill existing pavement to an average depth of 1.5 inches. Millings will be hauled from site.
2. We will clean the pavement of loose material and haul from site.
3. We will apply AE-T (tack) material to pavement to enhance proper bonding.
4. **Asphalt Surface Course:** We will furnish and install an average depth of 2.5 inches of 9.5mm HMA Surface compacted in place. With all work being completed in an estimated 1 phase(s).

Total Price: \$44,996.00

 See Below Images

## Mill and Resurface Asphalt Pavement

1. Area based on approximately 2,411 square yards: We will mill existing pavement to an average depth of 1.5 inches. Millings will be hauled from site.
2. We will clean the pavement of loose material and haul from site.
3. We will apply AE-T (tack) material to pavement to enhance proper bonding.
4. **Asphalt Surface Course:** We will furnish and install an average depth of 2.5 inches of 9.5mm HMA Surface compacted in place. With all work being completed in an estimated 1 phase(s).

Total Price: \$48,152.00

 See Below Images



## Mill and Resurface Asphalt Pavement

Repair Area



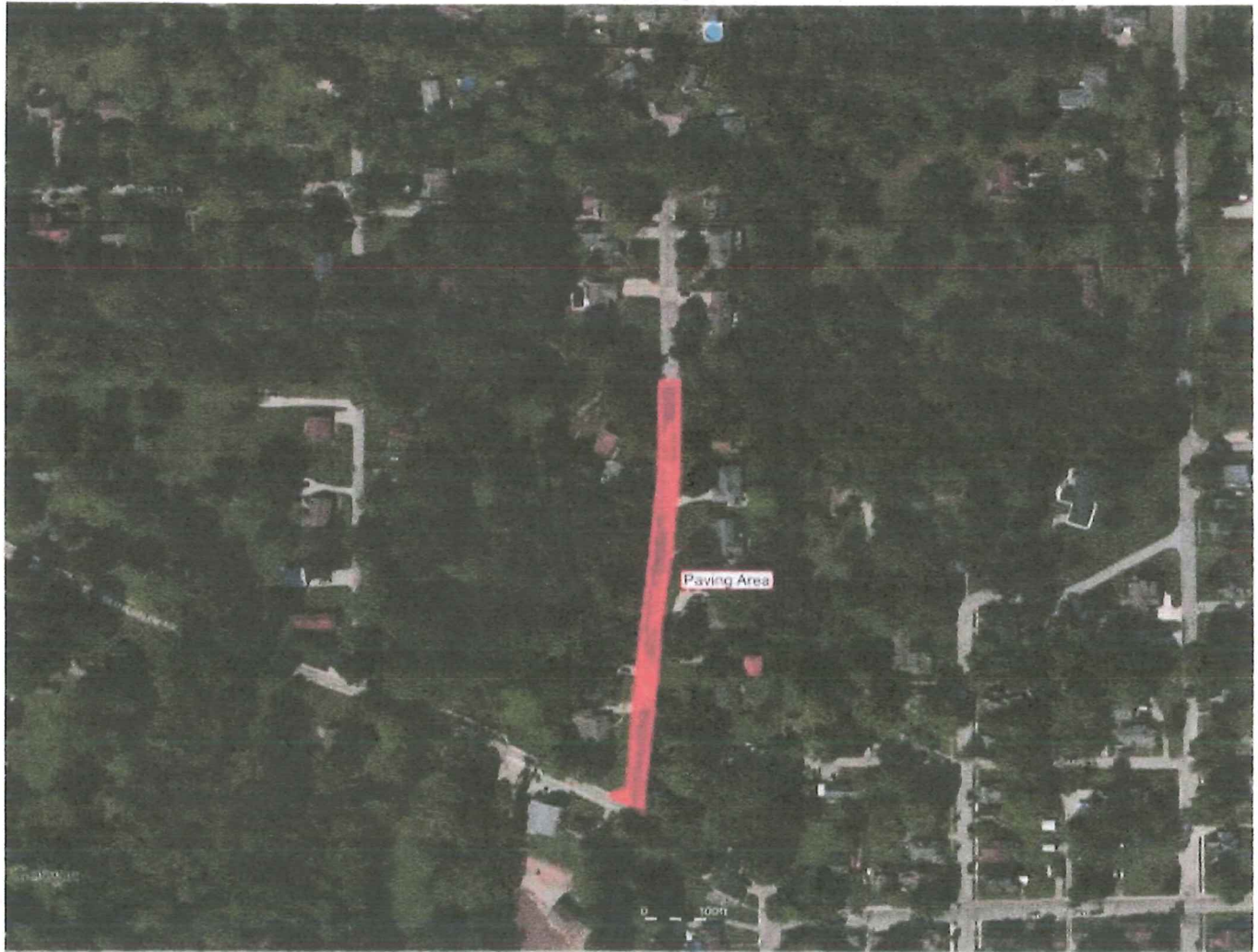
Image



# Proposal: Danville Street

## Mill and Resurface Asphalt Pavement

### Paving Area



# Price Breakdown: Danville Street



Please find the following breakdown of all services we have provided in this proposal.

This proposal originated on September 18, 2023. **Job Number:** 23-4439

Item	Description	Map Area	Cost
1.	Mill and Resurface Asphalt Pavement	Green	\$44,996.00
2.	Mill and Resurface Asphalt Pavement	Red	\$48,152.00
<b>Total:</b>			<b>\$93,148.00</b>

## Authorization to Proceed & Contract

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

**Please see all attachments for special conditions that may pertain to aspects of this project.**

## Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

I am authorized to approve and sign this project as described in this proposal as well as identified below with our payment terms and options. **Payment by credit card** will be accepted. A 3% Processing Fee will be added to the account for all payments utilizing a credit card. Progress invoices will be issued and payment for same expected, as the various stages of the scope of work are completed.

Date: \_\_\_\_\_

Barry Lofton | Director of Utilities  
Town Of Danville  
49 N Wayne St  
Danville, IN 46122  
[blofton@danvilleindiana.org](mailto:blofton@danvilleindiana.org)  
C: 000-000-0000  
O: 317-745-4180 Ext: 3001

Charlie Moore | Senior Sales Executive  
Howard Companies  
2916 S. Kentucky Ave  
Indianapolis, IN 46221  
E: [cmoore@howardcompanies.com](mailto:cmoore@howardcompanies.com)  
C: 317-281-6866  
P: 317849-9666  
F: 317-570-4317  
<http://www.howardcompanies.com>



### Contract Terms & Conditions

1. Howard Companies reserves the right to progress bill for work completed.

### Howard Companies Bid Qualifications

1. **\*\*The current volatility in the materials markets prevents us from guaranteeing both 2023 completion and the above price. Should the previously mentioned conditions prevent us from completing the above work in 2023, Howard Companies will reprice the contract to reflect the underlying cost changes to us. Certain vendors of Howard Companies are not extending firm pricing, which creates the inability to provide firm pricing to you the customer, should the scopes not be completed in 2023.\*\***
2. **This proposal is valid for fifteen days.**
3. **Quote based on work being performed during the 2023 season.**
4. **Due to existing conditions, 100% drainage cannot be guaranteed.**
5. We are not responsible for inadequate subgrade upon removal of asphalt.
6. Due to condition of existing pavement, we cannot warrant against reflective cracks developing through the new surface.
7. Quote is based on scope and quantities set out above. Any additional work, if required, will be quoted upon request.
8. Provision for access to entire work area to be arranged by property manager/owner.
9. Property manager/owner shall be responsible for removing any vehicles or other obstructions in the area of the work. There will be an additional charge if the area is not cleared and results in a delay in the completion of our work.
10. All workmanship and materials are guaranteed to meet the project requirements for a period of one year.
11. Quote based on work being performed on weekdays.
12. Pictures and videos of the project and premises may be taken for Howard Companies to verify work performed as well as promotional purposes.
13. Any required applications, permits, or approvals are to be obtained by the property manager/owner.
14. Howard companies will contact Indiana Underground Services to locate existing utilities. Any non-member utilities, (site lighting, irrigation, security systems, etc.) are the responsibility of the owner to have located. We are not responsible for damage to underground utilities undetected, incorrectly located, unforeseen, or unmarked, including site lighting, irrigation, security systems, etc.
15. Quote based on one mobilization. Additional mobilizations at additional charge.

STREET	Old Farm		
FROM AND TO	Woodside Dr. to Leatherwood Dr.	Budget Unit Price	Estimated Budget
MOBILIZATION AND DEMOBILIZATION	1	\$1,650.00	\$1,650.00
MILLING 2 INCHES	3834	\$1.90	\$7,284.60
HMA Type B	404	\$92.00	\$37,168.00
TACK COAT	269	\$1.77	\$476.13
HMA FOR BASE REPAIR 6 INCH	0	\$155.00	\$0.00
MAINTENANCE OF TRAFFIC	1	\$2,166.00	\$2,166.00
HANDICAP RAMPS	0		\$0.00
STRIPING PAINT	0		\$0.00
STRIPING THERMOPLASTIC	0		\$0.00
ADJUST CASTINGS TO GRADE	0		\$0.00
Totals			\$48,744.73