

Middleton Township Trustees

Wednesday, October 9, 2024

9:00 a.m.

Mr. Vetter called the special meeting to order at 9:00 a.m. In attendance were Trustees Cromley, Moulton, and Vetter as well as Fiscal Officer Limes.

The sign-in sheet for employees and visitors is attached with the approved minutes.

Noted on the sign in sheet is a statement indicating the meeting may be recorded or streamed live to the internet by a visitor - not at the authority of the township trustees.

The purpose of this meeting was to review and rank the submissions provided by contractors with regard to the Emergency Services Vehicle Storage Building. Mr. Vetter opened the meeting requesting a review of the proposals from Matt Pastula and Jeff Buehrer.

Messrs. Pastula and Buehrer agreed on the following ranking:

1. Rudolph Libbe Group (Rudolph Libbe)
2. Clouse Construction Inc. (Clouse)
3. Helms & Sons (Helms)
4. Spieker Construction (Spieker)

Mr. Buehrer spoke to the fact that the Rudolph Libbe specifications were most complete. Some key information was not included in the Spieker proposal. Mr. Vetter indicated approval and agreement on the rankings with Rudolph Libbe and Clouse Construction. Mr. Cromley shared agreement and questioned if Rudolph Libbe could use GEM for contract work. The Trustees continued discussion on their final ranking of the submissions.

Mr. Pastula indicated that interviews will need to be held, noting that all companies involved are local and reputable. The Board can elect to interview one, two, three or all four companies.

Mr. Vetter moved, Mr. Cromley seconded a ranking of the companies who provided submissions for the Emergency Services Vehicle Storage Building:

1. Rudolph Libbe Design Group (Rudolph Libbe)
2. Clouse Construction Inc. (Clouse)
3. Spieker Construction (Spieker)
4. Helms & Sons (Helms)

with the intent to interview the top three companies as listed above. Motion approved.

Mr. Moulton moved, Mr. Cromley seconded a motion to approve a special meeting for the purpose of interviews for Wednesday, November 6 at 10:00 a.m. Motion approved.

Mrs. Limes will draft a letter from the Board with details to be provided by Mr. Pastula. The interview schedule will be set as follows: Spieker – 10:00 a.m.; Clouse – 11:00 a.m.; Rudolph Libbe – 1:00 p.m.

Mrs. Limes will send the letters out by Friday morning October 18. In addition, a letter of thanks will be sent to Helms for submitting their proposal.

Score sheets will be filled in and sent back to the Fiscal Officer.

Pre-Proposal meetings should be provided if the contractors are wishing to meet. A sub committee consisting of Mr. Pastula, Mr. Buehrer, Chief Asmus, Chief Saunders and one Trustee will be available on Thursday, October 17 with Mrs. Limes in attendance to clerk the meeting. It was determined that time slots will be provided for the companies as follows: Spieker – 9:30 a.m.; Clouse – 10:30 a.m.; and Rudolph Libbe – 11:30 a.m.

The township will need to apply for prevailing wage status and a coordinator will need to be assigned.

Mr. Moulton moved, Mr. Cromley seconded adjournment of the meeting at 9:45 am. Motion approved.

Michael Moulton, Trustee

Donald E. Cromley, Vice Chairman

Fred E. Vetter, Chairman

Laurie L. Limes, Fiscal Officer