

TOWN OF ST. JOE ~ COUNTY OF DEKALB ~ STATE OF INDIANA
~ST. JOE TOWN BOARD MEETING~
May 5th , 2026

The public meeting was called to order at 6:33pm by Misty Spicer
Pledge of Allegiance

EXECUTIVE ORDER OF BUSINESS:

Mary Simcox presented the planning committee update for April 2026, Quality of Place Project – Land Restoration, project update has been mailed to all participating residents. Gensic Engineering, Inc has done a site evaluation of Jefferson St. Bank erosion. Their team has started plan drawings and estimated project cost. When received Mary will present this information funding representative. DeKalb County Trails, Inc meeting discussion review of Marketing Plan related to widening public awareness of trails project. Additional funding plan for project shortfall.

St Joe Church of Christ Little Joes Preschool submitted a request to put in a free standing sign The proposed sign will measure 3 feet 9 inches in height and 4 feet 8 inches in width, resulting in a total surface area of approximately 17.5 square feet. The sign will be installed north of the east drive entrance from School Street, The sign will be oriented perpendicular to the roadway, allowing it to be clearly visible to traffic approaching from both the north and the south. The structure will consist of a wood-framed, dual-pole design, with the support posts securely cemented into the ground to ensure stability and longevity. The sign will maintain approximately 4 feet of ground clearance. Additionally, we will incorporate any required landscaping elements to meet local ordinances and enhance the overall appearance of the installation, included two images of the proposed sign design. The Church believe this sign will provide clear and appropriate visibility for the preschool while maintaining compliance with community standards and aesthetic expectations. Angela Snyder reviewed the sign ordinance for a free cleaning sign, the height maximum feet in business areas is 10 feet, so it does meet the requirement as a freestanding sign. Zebulon Griggs concern is that the Church is considered institutional, and doe sn't know for sure that it meets the standards in the ordinance. Zebulon Griggs suggests that the board will review the sign ordinance between now and the next meeting to make sure that the sign follows that ordinance

Meeting minutes from April 28th, 2026 were presented to the Town Board. Zebulon Griggs motioned to approve the special driveway request meeting minutes dated April 28, 2026. Misty Spicer second the motion. All ayes cast.

Meeting minutes from April 7th, 2026 were presented to the Town Board. Zebulon Griggs motioned to approve the meeting minutes from April 7th, 2026. Misty Spicer second the motion. All ayes cast.

Angela Snyder will have our April 21, 2026 meeting minutes, and April 30,2026 Bid opening minutes for the St. Joe Drinking

Zebulon Griggs motioned that we continue to use the DeKalb County fee structure for improvement location permits with the only exception that the ILP permits will be obtained at the Town Hall of St Joe IN from the Zoning and Planning Administrator. Misty Spicer second the motion. All ayes cast.

Angela Snyder presented the Article 5 ordinance with changes made by the Zoning Board. Misty Spicer motioned to accept the Article 5 development standards for the zoning committee. Zebulon Griggs second that motion. All ayes cast.

Zebulon Griggs motioned to suspend the meeting rules. Misty Spicer second the motion. All ayes cast.

Misty Spicer motioned to accept the Article 5 development standards second reading for the zoning committee. Zebulon Griggs second that motion. All ayes cast.

Amish Roofing company that's doing a roof at the garage in the hall. They have reached out to me today. They need half down for, we already spoke about this, I just want to make sure. They need half down for the roof and half down for the gutters. They plan on picking that up tomorrow and they will be bringing me updated invoice for that. Their intentions are to start this week and have it done this weekend.

The Town Board reviewed the Enforcement ordinance that the Town attorney presented to be presented with changes at the next meeting for the public notice meeting.

Debbie Decker lives at 105 Forth Street would like to combine her property parcels her house sets on the 3 parcels that its currently listed as. She would like permission from the Town Board to combine the property as 1 parcel. Zebulon Griggs suggested that this action would need to be brought to the Zoning Board for review and approval.

Kelli Kimple from 166 Harrison St would like to thank the Town Board and Town Employees for making sure that her water line was repaired when Surf and her neighbor broke her waterline.

Angela Snyder presented the Water Infrastructure bids three bids from Burcott, Craft, and SNS Direction from Boring. During Landon's review, he found that Craft Water Solutions was found to have 7 errors in their bid package, did acknowledge both addendum one and addendum 2. However, they did not include quantity changes nor the additional pay items added in addendum 2. For the Caris st bed, they did not fit on the correct quantity of 20 LFT for item number 19 the C 900 PVC pipe that did not include the added number 32 8 inch tapping sleeve and valve assembly. For the Spencer Street bid, they did not bid on the correct quantity of 214 SYS for item number 9, sidewalk file assembly. For Spencer Street bid, they did not bid on the correct quantity of 214 #9 sidewalk concrete. They did not bid on the correct quantity of five each for item 926 water service replacement lawn side and did not include the added item number 29 PCCP for approaches 9 inch. for the Jefferson Street bid, Craft did not bid on the correct quantity of 25 tons for item 6, compacted average number 53, and did not bid on the correct quantity of 25 tons for number 7. HMA patching, full depth, type C. After making the appropriate adjustments for the unit prices provided by Craft to the correct quantities, of the various pay items, past total bid increase from 1 million and thirty-six dollars, 430 zero cents to 1 million and fifty-six dollars and 420 and zero cents. This was an increase of \$19,990.00. Unfortunately, CRAF did not provide bid unit

prices on two additional pay items for bid addendum #2, unless found not to have submitted a complete bid. During the review, Burcott Incorporated was found to have one error in their bid on Spicer Street. The error was due to the unit price for item number 9, not being multiplied correctly of 214 systems, Burcott's total increase was \$220 from 1,085 to 212.75 to 1,085,432.75, which is an increase of \$220. During our review, it was found that S&S directional boarding had zero errors in their bid. A&Z Engineering has reviewed the submitted bids, see attached bid tabulation, and recommend you do have copies of this. Misty Spicer made a motion to accept Burcott Incorporated bid being the loses and responsible bidder in the waterline infrastructure project in the amount of 1,085,432.75. Zebulon Griggs second the motion. All ayes cast. Rob Hardy will send a letter of recommendation based on the Towns direction, Kristine Kristlie send the meeting minutes from the bidding meeting and he will send the recommendation our to Kristine tomorrow.

Angela Snyder presented the 3rd street improvements CCMMG notice to proceed, CCMG notice of award, and the CCMG agreement between owner and contractor documents. Zebulon Griggs would like the Town Attorney to review the document before approving. Zebulon Griggs motioned to table these documents until the next meeting to give the attorney time to review before passing. Misty Spicer would like to have a special meeting to pass these contracts, soonest that meeting could be scheduled would need to be Friday, Zebulon Griggs is not available Friday, Misty Spicer will check with Randy Drake to see if he is available, so these contracts can be passed.

Kory Ferguson presented he has the costs of the items provided to 118 Harrison St for repairs \$103.00 and two cents, couple of fittings, 3/4 compression fittings, which were \$44.11 a piece. The fitment were \$3.45. There's four of those, and two foot of line which is \$0.50 per dollar and 5 hours of his hourly wage, totaling to the amount of 198.02. Misty Spicer motioned to invoice and add amount to the water account for 118 Harrison St. Zebulon Griggs second that motion. All ayes cast.

ADJOURN:

Misty Spicer made a motion to adjourn the meeting at 8:21pm. Zebulon Griggs seconded the motion. All ayes cast.

Respectfully submitted: Angela Snyder
Angela Snyder, Clerk Treasurer

Misty Spicer
Misty Spicer, President

Randy Drake
Randy Drake, Member

Absent
Zebulon Griggs, Member

