

MINUTES  
SPECIAL MEETING OF THE TOWN COUNCIL,  
TOWN OF CASTLE VALLEY  
MONDAY, APRIL 4, 2011 AT 6:30 P.M.  
CASTLE VALLEY COMMUNITY CENTER  
2 CASTLE VALLEY DRIVE

**Town Council Members Present:** Dave Erley, Aaron Davies, Tory Hill, Valli Smouse. **Absent:** Brooke Williams.

**Others Present:** Joan Sangree, Greg Halliday.

1. Call to Order: 6:44 P.M.
2. Open Public Comment.  
  
None.
3. Discussion and Possible Action re: The Purchase of Architectural and Engineering Services for the New Road Shed Project.

Three architects submitted written bids for the architectural/engineering portion of the project. The Town Council debated as to which way to go forward on the Road Shed Project:

- The purchase of architectural and engineering services; or
- Getting a concept design, which will include an architect's estimate of the cost, at a much lower price.

Dave's CIB contact, Candace Powers, said that the concept design is an acceptable way of doing things. Dave said that, in fact, this may be the most prudent way of doing things in case the CIB does not fund the project.

After much discussion, it was decided to ask the three architectural/engineering bidders to provide a bid for the concept design. Greg will supply a revised spec sheet before asking for bids. Joan asked that the concept design include storage for the propane and diesel tanks as well as other hidden costs. Jeff Whitney told Dave that there is a specific State code that covers fuel closets for propane and diesel storage and we should reference that in our Request for Proposal.

Dave and Tory met earlier in the day to go over the current fiscal year budget and the next fiscal year budget. They said that the Town is doing fine financially and they feel comfortable allocating \$10,000 to \$15,000 to the Road Shed Project.

Dave commented that we will also need to bond for this Project.

Aaron motioned to approve the expenditure of up to \$3,500, from three written bids, to purchase a concept design for the Road Shed Project. Valli seconded the Motion. Dave, Aaron, Tory and Valli all approved the Motion. The Motion passed unanimously.

Tory motioned to adjourn the meeting. Aaron seconded the Motion. Dave, Aaron, Tory and Valli all approved the Motion. The Motion passed unanimously.

4. Adjournment: 8:26 P.M.

**APPROVED:**

**ATTESTED:**

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**David D. Erley, Mayor**

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**Denise Lucas, Town Clerk**