Approved 12/2/25

Bolivar Town Council

Special Meeting Minutes

November 18, 2025 @ 6:30 pm

Members in attendance: Chris Higdon, Carolyn Beyer, Sarah Shafer, Vickie Gale, Dan Jimeno

Members absent: Charlma Spence, P. Jean Reed

Also attending: Laura Whittington, Town Admin.

Call to Order:

Mayor Higdon called the special meeting of November 18, 2025 to order @ 6:30 pm.

Pledge of Allegiance:

Mayor Higdon asked everyone to join in the Pledge of Allegiance to the Flag.

1. **Discuss/ Approve snow removal contract for 25/26 season:**
   Legal ad was placed in the local newspaper to request bids for snow removal for 25-26 season. Deadline for bid requests was scheduled for November 15, 2025. Laura presented a snow contract proposal to the mayor and council for review and approval. The proposal being reviewed was from Cornerstone and this was the only proposal that was received. Discussion took place regarding snow removal services including the possibility of adding removal of snow from sidewalks. Laura gave a brief history of how the snow/ice removal process is handled during the winter months. Council discussed the need for pet-friendly salt products if services were going to be provided by the town. Laura stated that she would get additional information as to availability of product as well as pricing. This information will be reported back to the council at the December 2, 2025 meeting. **Motion was made by Councilmember Sarah Shafer to approve the Cornerstone Snow & Ice Management Proposal submitted to the Town of Bolivar that includes snow removal from sidewalks. Councilmember Carolyn Beyer seconded the motion. Motion passed.**

2. **Further Discuss/Approve Washington Street Supplemental Agreement:**
   Laura explained the funding and change order details of the Washington Street Supplement Agreement. Funding for the Construction Phase was a total of $750,000 with Federal funds being at 80% ($600,000) and matching funds at 20% ($150,000) from the Town of Bolivar. Check for $150,000 was issued on July 20, 2023. Project went out for bid and three bids were received. First bidder (lowest bidder) reviewed the project site location and decided to remove his firm from the bidding process. Next bidder would increase the total project cost to $896,203 and the third bidder was considerably more. The Town had the option to place the project out for rebid in hopes to receive a lower proposal but project would have been pushed out another year or

more. Bid was accepted and project cost was then $896,203. in total which increased the project by $146,203.00. 80% of this amount was funded federally at $116,962.40 and 20% was to be funded by the town @ $29, 240.60. This was supplemental agreement #1. Special meeting was held and town council approved the additional funds needed for supplemental agreement #1. Construction began in August 2024. An issue with flaggers, (lack of) asphalt (inspections & additional), grass seed (additional), and a conversation took place with former Mayor requesting additional funding. After a site visit with inspector, additional funds were not needed from the town. Change order for mailbox issue should have been a supplemental agreement in October after project was completed. Another site visit was scheduled and completed, DOH stated that funding was there to cover change order but additional funds were needed to cover cost of final inspections. Final supplemental order was in the amount of $33,542.05; 80% of this amount was federally funded at $26,833.64 and 20% of this amount was funded by the town at $6,708.41.

Total Project Funds:

$929,745.05

$743,796.04 – Federally Funded 80%

$185,949.01-town funded 20%

Councilmember Sarah Shafer made a motion to adjourn the meeting @ 7:10 pm. Seconded by Councilmember Carolyn Beyer. Meeting adjourned.

