

Cole Camp City Council Meeting

Special Session

May 5, 2026 9:00 A.M.

.The Board of Aldermen of the City of Cole Camp, Missouri met in Special Session in the council room at City Hall on May 5, 2026, at 9:00 A.M. The following Aldermen are present: David Locke, Steve Knox, David Massingill. Alderman Jeremiah Crider was Absent. Mayor Nicole Garret was present. Administration in attendance: City Clerk Dawn Paul, Public Works Director Dana Hayes. Attendance: Johnny Ehlers, Josh Dugan, John Stob, Nigel Mengen, Ernest Mengen, Allyn Wright, Ashley Raetz, Clint Raetz, Jerry Green, James Stoppel.

Mayor Garrett called meeting to order at 9:00 A.M.

Roll Call:

Present: Mayor Garrett, Alderman David Massingill, Alderman David Locke, Alderman Steve Knox.

Absent: Alderman Jeremiah Crider.

A quorum was declared present.

Mayor Garrett asked for introductions from John Stob, Great River. Mr. Stob introduced Allyn Wright with Great River; Josh Dugan, the LPA; Nigel Mengen with Double Arch Construction and Earnest Mengen with Double Arch Construction.

Mr. Stob handed out agendas for the meeting. The pre-construction meeting is for TAP 9901(537) East-Side Maple Street and TAP 9901(558) West-Side Maple Street. The agenda was followed (agenda is attached) by John Stob.

Double Arch Construction wanted to start with the West Side due to the length of time it takes to get the specialized handrails. West Side starts on Monday, May 11, 2026. East Side will start about a month later. Double Arch Construction would like to work on both sides at the same time and follow a traffic pattern of one-way streets to keep traffic open. The work schedule for the construction crew will be 4 10-hour days.

John Dugan went over the list of requirements from Missouri Department of Transportation regarding the grants. The completion date for the Westside project will need to be changed by "change" order to August 9, 2026. He also mentioned that the city, as the LPA, is the owner of the records and needs to take that responsibility seriously. In addition, he reviewed the prompt payment law, noting that payment must be made within 30 days after an invoice is approved. Alderman David Massingill moves to pay invoices as received with a second from Alderman Steve Knox. Roll Call: Alderman Massingill – Aye, Alderman Locke – Aye, Alderman Knox - Aye. Motion Passes.

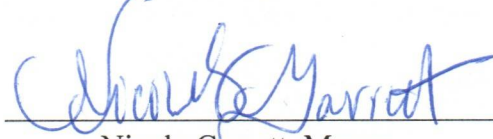
Allyn Wright brought up some construction items for the construction crew, and she asked to have planters and items removed from the sidewalks on the East Side due to construction.

Alderman Massingill moves to adjourn with a second from Alderman Knox. All in Favor. Motion Passes.

Meeting Adjourned at 9:39 A.M.


Minutes by Dawn Paul:

Minutes approved by:



Nicole Garrett, Mayor

Attest:



Dawn Paul, City Clerk



Pre-construction Conference
Date: 05-05-2026
Cole Camp Maple Street Sidewalk Improvements
Federal Job #TAP 9901(537)
&
Cole Camp Maple Street Sidewalk Improvements Phase 2B
Federal Job #9901(558)

Introduction

- Sign-in sheet

Project Description: TAP 9901(537)

- Construct a new 5-foot-wide concrete sidewalk on the east side of Maple Street. Sidewalks will comply with ADA and required standards. Work includes demolition of existing concrete walks, curbs and steps, modifications to existing storm inlets and culverts. Installation of access curb ramps, pavement marking and warning devices.

Project Description: TAP 9901(~~537~~) 558

- Construct a new 5-foot-wide concrete sidewalk on the west side of Maple Street. Sidewalks will comply with ADA and required standards. Work includes, demolition of existing concrete walks, curbs and steps, modifications to existing storm inlets and culverts. Installation of access curb ramps, pavement marking and warning devices.

Contact Information

- Consultant
 - Team Leader
 - **John Stob**
 - (417)-340-0042 (cell)
 - jstob@greatriv.com
 - Project Manager
 - **Brent Cain**
 - (573)-469-9889
 - bcain@greatriv.com

- Inspector
 - **Brent Cain**
 - (573)-469-9889
 - bcain@greatriv.com
- LPA:
 - City of Cole Camp
 - DJ
 - (660) 596-5790
 - colecamppublicworks@gmail.com
- Contractor: Double Arch Construction
 - Owner
 - Nigel Mengen**
 - (573) 789-4101
 - DOUBLEARCH@OUTLOOK.COM
- MoDOT:
 - LPA Construction Representative
 - Josh Dugan**
 - Cell: 417-346-7126
 - JoshM.Dugan@modot.mo.gov

Project Documentation

- Plans
- Contract Documents
- Missouri Standard Plans and Specifications for Highway Construction
- Project specific plans and specifications shall take precedence.

Project Schedule: TAP 9901(537)

- Number of calendar days: 90 Days
- Contract amount : \$249,017.50
- Liquidated damages: \$700.00 per day
- Notice to proceed will be issued on: TBD

- Contractor anticipated mobilization/start date: TBD
- Contractor typical weekly work schedule: TBD
- Completion date: 90 Days from notice to proceed and or 07-31-2026

Project Schedule: TAP 9901(558)

- Number of calendar days: 90 Days
- Contract amount : \$187,259.50
- Liquidated damages: \$700.00 per day
- Notice to proceed will be issued on: TBD
- Contractor anticipated mobilization/start date: TBD
- Contractor typical weekly work schedule: TBD
- Completion date: 90 Days from notice to proceed and or 08-14-2026

Subcontractor/DBE

- Subcontractors (* denotes DBE): *Road runner*
- Request for Approval of Subcontract - **Handout** (Must include a copy of the FHWA 1273)
- DBE goal is 0%. The Contractor bid reflected 0%.
- Upon completion of the project, an affidavit of payment to the DBE Subcontractor shall be sent to the Consultant.
- The Contractor shall give Consultant 3 working day notice for any scheduled work to be performed by Subcontractor/DBE so that it can be observed and documented.
- CUF Interview (to be performed by consultant)

Utilities

- Contacts provided in Contract Document JSP.
- The contractor shall call Missouri 811 and verify that no other utilities are present.
- If it is determined that other utilities have been added within the project limits, the Contractor shall notify the Consultant.

Right of Way & Easements

- Landowner Contacts:

- Maintain roadway traffic and best possible measures for business access.
- The Contractor shall stay within designated Right of Way or Temporary Easements unless they independently reach a deal with Landowner.
- Any request for changes to Plans or additional work initiated by landowner shall be directed to Consultant. The landowner has no authority to change design or scope of project.
- If the Contractor works out an agreement with a landowner outside of the Right of Way and Temporary Easements. An agreement letter will need to be written up and signed by landowner and contractor. A copy will need to be sent to Consultant to have on file.


Materials

- Material Certifications/Documentation - Material tickets must show Federal #, LPA name, and date. Ensure all concrete tickets have the federal number on them.
- Buy America Policy – MoDOT Spec 106.9

Environmental

- The contractor shall provide copies of all completed and approved DNR forms to the consultant prior to any demolition work.
- The contractor is required to provide the necessary permits and clearance as stipulated in the contract prior to hauling any material from off-site.
 - Borrow Material Clearances – DNR, USACE, NRCS, MDC
 - Waste disposal agreement.
 - Demolition permit from DNR

Safety

- OSHA 10-hr Training Cards shall be on file with Consultant for all Contractor/Subcontractor employees that will be on site.
- Personal Protective Equipment (PPE) requirements - 

Inspections

- Traffic Control
 - The contractor shall place the traffic control measures prior to construction activities.

- The City will need to notify the local authorities (911, School District, Post Office and News Paper) that the road will be closed to traffic. *(Newspaper)*
- Upon completion of the project, the City will notify the local authorities of the road opening.
- Erosion Control
 - Contractor to make a good faith effort to keep debris out of stream.
 - An Erosion Control Inspection Report will be completed once every 7 days or within 48 hours following a runoff event. **Handout**
 - Any deficiencies noted during inspection shall be corrected within 7 calendar days.
- Consultant observation/testing requirements:
 - Initial layout
 - Initial erosion control placement
 - Reinforcing steel placement
 - All concrete operations
 - Backfill and compaction
 - Surfacing materials
 - Seeding and mulching
 - Semi-final and final walkthrough
 - The contractor must notify the consultant 24 hour prior to inspection.
- Grounds to issue a stop work order.
 - Failure to maintain Traffic Control.
 - Failure to correct deficiencies in Erosion Control within 7 calendar days of notification.
 - Failure to follow Consultant's direction, plans and/or specifications.

Labor Compliance

- Labor Posters – Will check on day one and once a month there after **Handout**
- Labor Interviews – Every two weeks **Handout**
- Labor Records – Certified copy of each weekly payroll within 7 days of the payment date
(Includes Subcontractors)

Pay Requests

- Contractor shall submit pay requests to Consultant the first 10 business days of each month. If a pay request is not submitted in this time it will need to be rolled into the following month.
- Consultant will review for accuracy of quantities and documentation.
 - Payment for materials not yet incorporated into the work will not be approved.
 - Payment for materials without a material certification on file with the consultant will not be approved.
 - Certified payroll must be approved by Consultant for all labor through date of pay request.
- Consultant will then submit to the LPA for review and signature.
- Consultant will then submit to MoDOT for approval and reimbursement to the LPA.
- LPA can pay Contractor during their regular pay schedule upon receiving the pay request or within 48 hours of receiving reimbursement from MoDOT.

Change Orders

- The contractor shall not perform any portion of the work associated with a Change Order until that Change Order has been approved in writing by Consultant, LPA, Contractor, and MoDOT on MoDOT change order report form - **Handout**
- Work performed without a signed Change Order will be considered unauthorized and at the contractor's expense.

Comments/Questions

- LPA:

- Contractor:

- MoDOT:

- Other: