



January 27, 2026

Mayor Guy Titus  
Board of Public Works and Safety  
10 South State Street  
Greenfield, IN 46140

Re: Kleinpeter Consulting Group, LLC – Environmental Review Services

Mayor and Board Members,

Wessler Engineering, Inc. has been working on the design of the Fairview and Thayer Storm Sewer Reconstruction project. It was noted during meetings with the design team that these areas may qualify for a construction grant through the Indiana Office of Community and Rural Affairs (IORCA). The application for these grants require several items to be complete and one of them is to have an Environmental Review of the project area completed. We have had a preliminary discussion with Kleinpeter Consulting Group on the requirements of the grant and asked them to provide the attached contract to complete the Environmental Review. The total cost for this service is \$5,000.

At this time, I am requesting that the Board the contract with Kleinpeter Consulting Group, LLC in the total amount of \$5,000.00. I have included the Agreement for your review. Please let me know if there are any questions or if any other information is needed at this time.

Best Regards,

A handwritten signature in blue ink, appearing to read "Nicholas Dezelan".

Nicholas Dezelan, CHMM, ASP  
Wastewater Utility Manager

Cc: Savannah Riley, MS4 and Floodplain Coordinator

*Wastewater Utility  
302 East Davis Road: Greenfield, Indiana 46140  
wwtp@greenfieldin.org  
Phone 317-477-4360 Fax 317-477-4361*

**City of Greenfield**  
**Environmental Review Professional Services Contract (Stormwater)**

**This agreement**, made as of this **January 27, 2026**, by and between the City of Greenfield here in after referred to as the Owner, and Kleinpeter Consulting Group LLC, P.O. Box 37 Whiteland, IN 46184, hereinafter referred to as the Administrator.

**Whereas** the Owner desires to contract with the Administrator for skills and knowledge necessary for the technical assistance needed in conducting/completing an environmental review compliant with guidelines established by the Indiana Office of Community and Rural Affairs and the United States Department of Housing and Urban Development.

**NOW, THEREFORE**, the Owner and Administrator for the considerations set forth, agree as follows:

**Section 1 – Relationship of Parties**

The parties intend that an independent Administrator relationship be created by this contract. The Owner is interested only in the results to be achieved, and the conduct and control of the work will lie solely with the Administrator. The Administrator is not to be considered an agent or employee of the Owner for any purpose, and the employees of the Administrator are not entitled to any benefits that the Owner provides for the Owner's employees.

**Section 2 – Scope of Technical Assistance Services of the Administrator**

Environmental Review: Kleinpeter Consulting Group, LLC shall provide services for the following:

Environmental Review:

- a. Coordinate with other agencies, including the Owner, Indiana Office of Community and Rural Affairs (IOCRA), as necessary, to determine the required steps for the environmental review for the proposed project.
- b. Prepare environmental packets and provide all appropriate local, state and federal agencies as required by IOCRA, requesting an environmental response.
- c. Collect environmental responses.
- d. Notify Owner of any responses requiring further documentation, study, or action.
- e. Complete a Format II environmental record.
- f. Prepare all required Notices for publication in local newspaper(s) used by the Owner, as pertains to the Environmental Review.
- g. Provide IOCRA with necessary information to obtain Environmental Release.

### **Section 3 – Owner Responsibilities**

The Owner shall provide the Administrator with all information, documentation, and applicable records needed to carry out the activities described above.

### **Section 4 – Compensation to Contractor**

The Owner shall pay the Administrator a **\$5,000.00** fee that will be billed immediately after the environmental review is complete.

All State and federal tax withholdings will be the responsibility of the Administrator.

### **Section 5 – Term of the Contract**

The term of this contract shall begin on **January 27, 2026**, and shall continue until successful survey completion and certification or abandonment of survey activities occur.

A. Execution – This contract shall be in full force and effect when dated and properly signed until terminated. The Owner and the Administrator each bind themselves, their successors, executors, and assigns to the other party of this agreement.

#### **ADMINISTRATOR**

Kleinpeter Consulting Group LLC

Signature: Michael Kleinpeter  
Name: Michael Kleinpeter  
Title: President/Certified Grant Administrator

Date: January 27, 2026

#### **OWNER**

City of Greenfield

Signature: \_\_\_\_\_  
Name: Guy Titus  
Title: Mayor

Date: \_\_\_\_\_