

GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY

November 13, 2018

10:00 A.M.

10 SOUTH STATE STREET

COUNCIL CHAMBERS, ROOM 127

PRESENT:

Mayor Chuck Fewell	Kathy Locke
Larry Breese	Kelly McClarnon
Glenna Shelby	Lori Elmore
Gregg Morelock	Mitch Ripley
Rob Souchon	Jason Koch
Tyler Rankins	Joanie Fitzwater
Chief Jeff Rasche	Charles Gill
Dave Scheiter	

The meeting was called to order by Mayor Chuck Fewell at 10:00 a.m. for the purpose of conducting the business for the City of Greenfield, Indiana. Locke moved to approve the October 23, 2018 meeting minutes as presented, duly seconded by Breese. Motion carried *viva voce*.

CLERK-TREASURERS OFFICE:

Clerk-Treasurer Lori Elmore requested approval of the Claims Docket as submitted. Breese moved to approve the Claims Docket as submitted, duly seconded by McClarnon. Motion carried *viva voce*.

HR DIRECTOR:

Mitch Ripley requested approval of the revised Smoking Policy, section 36.54 in the Policy and Procedure Manual with immediate effect. McClarnon moved to approve as presented, duly seconded by Shelby. Motion carried *viva voce*.

IT DEPARTMENT:

Rob Souchon requested permission to seek quotes for a disaster recovery off-site server and storage units. This is necessary in the event we would need to move to another location to continue to operate. The funds have been budgeted for in 2019. Discussion followed. Locke moved to approve as requested, duly seconded by Shelby. Motion carried *viva voce*.

ENGINEERING DEPARTMENT:

Jason Koch informed the Board that the 5th Street Culvert over Potts Ditch Project has been postponed until January 2019 and will be re-bid with minor scope adjustments at that time. The US Army Core has informed Jason that this is on the historic bridge list and they need 30- 60 days to analyze.

Jason Koch requested approval to purchase a Trimble R2, high-accuracy GPS unit in the amount of \$14,784.95 from Seiler. There was only one quote available due to the need of a specific model. The cost will be split between Water (\$4,928.32) and Storm (\$9,856.63). Storm is taking on Wastewater's share to even out other equipment and personnel sharing between the departments. Discussion followed. Shelby suggested amending the front page to state that Seiler is the sole source provider. Shelby moved to approve as requested with changes, duly seconded by McClarnon. Motion carried *viva voce*.

Jason Koch requested approval of the annual MS4 Professional Services Amendment #8 with Wessler Engineering for the increased amount of \$15,000.00. The new contract total is not to exceed \$128,500.00. Discussion followed. Shelby moved to approve as presented, duly seconded by Locke. Motion carried *viva voce*.

STREET DEPARTMENT:

Tyler Rankins requested the mower bids be opened and read into record at this time. They were as follows:

Batesville Farm and Tractor Supply	—\$8,999.00
Superior Mowers & More	-----\$8,800.00

Tyler Rankins requested this be tabled until the next meeting on November 27th. Locke moved to approve as requested, duly seconded by Breese. Motion carried *viva voce*.

Tyler Rankins requested approval of the resignation of Michael L. Webb, effective November 16, 2018. Breese moved to approve as requested, duly seconded by Locke. Motion carried *viva voce*.

Tyler Rankins requested approval of the invoice from Barn Signworks for \$3080.00. The invoice is for work done to the "Welcome to Greenfield" sign on the south end of town that was damaged in the recent storms. This will be paid from the City Council budget. Discussion followed. Shelby moved to approve as requested, duly seconded by McClarnon. Motion carried *viva voce*.

Tyler Rankins requested approval of the Deeds that were being circulated for signature.

PLANNING DEPARTMENT:

Joanie Fitzwater requested approval of the proposed amendment to the Calfee Municipal Code contract. It will be reduced by \$19,000.00 and the contract total will now be \$60,990.00. Discussion followed. Shelby moved to approve as requested, duly seconded by Locke. Motion carried *viva voce*.

Joanie Fitzwater requested approval of the proposed amendment to the Calfee Zoning contract. This is an increase of \$19,760.00 which now makes the contract total \$154,520.00. This is due to a change of course in formatting the new Zone Code. Discussion followed. McClarnon moved to approve as requested, duly seconded by Breese. Motion carried *viva voce*.

POLICE DEPARTMENT:

Chief Jeff Rasche requested the Board accept the retirement of Captain Brian Guinn effective November 30, 2018. Captain Guinn has served the City of Greenfield for 28 years. Breese moved to approve as requested, duly seconded by Locke. Motion carried *viva voce*.

Chief Jeff Rasche requested permission to gift Captain Brian Guinn's duty weapon to him upon his retirement on November 30, 2018. McClarnon moved to approve as requested, duly seconded by Shelby. Motion carried *viva voce*.

Chief Jeff Rasche requested permission to appoint Officer Brian Hartman to the rank of Captain to fill the position vacated by Brian Guinn. This will be effective December 1, 2018. Locke moved to approve as requested, duly seconded by Breese. Motion carried *viva voce*.

Chief Jeff Rasche requested approval to give Jarrod Davis a conditional offer of employment pending his PERF physical to be effective December 1, 2018. This hire will fill the open position of Patrolman. Discussion followed. Shelby moved to approve as requested, duly seconded by Locke. Motion carried *viva voce*.

Chief Jeff Rasche requested approval for the following promotions to be effective December 29, 2018.

Sergeant L. Charles McMichael to Lieutenant
Patrolman Jon Anderson to Sergeant
Patrolman Corey Decker to Sergeant
Patrolman Jordan Lewis to Corporal

Breese moved to approve as requested, duly seconded by Locke. Motion carried *viva voce*.

Chief Jeff Rasche requested approval to enter into a lease agreement for 60 months with Braden Business Systems for two copy machines. Patrick Byerley from our IT Department addressed the questions which has been raised regarding the options of leasing versus purchasing the photocopiers. Discussion followed. Although leasing the machines would be approximately \$2,500.00 more in the long run, the Police Department doesn't have the capital expenditure up front make the one time purchase. Leasing the two copy machines has been budgeted for in the 2019 budget. McClarnon moved to approve as requested, duly seconded by Shelby. Breese opposed. Motion carried *viva voce*.

Chief Jeff Rasche requested approval to enter into a maintenance agreement with Braden Business Systems for two copy machines for 60 months. McClarnon moved to approve as requested, duly seconded by Shelby. Motion carried *viva voce*.

WATER DEPARTMENT:

Charles Gill requested approval to award the Facility Fencing Project to K&K Fence Co. for the amount of \$36,840.00. Though they were not the lowest quote, they were the only one to meet the requirements that were specified in the bidding request and documents. Capital Fencing did not meet these specifications. Discussion followed. Shelby moved to approve as requested, duly seconded by McClarnon. Motion carried *viva voce*.

Charles Gill requested approval to award Donahue and Associates, the Water Master Plant Study Contract for \$124,000.00. Funds will be encumbered from the 2018 budget to ensure payment at the end of the project. Breese moved to approve as presented, duly seconded by Locke. Motion carried *viva voce*.

WASTEWATER DEPARTMENT:

Dave Scheiter requested approval to reject the quotes for the OCRA 2018 Sanitary Sewer Rehabilitation Project which were read into record during the October 23rd meeting, since all bids came in too high. The specifications of the project are going to be amended to remove the pipe bursting and this will open up the options to other vendors to bid for the work. McClarnon moved to approve as requested, duly seconded by Shelby. Motion carried *viva voce*.

Dave Scheiter requested permission go out for rebid of the OCRA 2018 Sanitary Sewer Rehabilitation Project with revised specifications. Since all bids came in too high, the project is going to be re-scoped. The quotes will be due back December 11th, and the project will be awarded December 26th, pending the release of funds. Discussion followed. Locke moved to approve as requested, duly seconded by Breese. Motion carried *viva voce*.

MISC. BUSINESS: none

ADJOURNMENT:

There being no further business to be brought before the Greenfield Board of Public Works and Safety, Shelby moved to adjourn the meeting at 10:53 a.m., duly seconded by Breese. Motion carried *viva voce*.

Mayor Fewell declared the meeting closed and announced that the next meeting will be on November 27, 2018 at 10:00 a.m.

Lori Elmore
Clerk-Treasurer

Chuck Fewell
Presiding Officer