

GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY

December 11th, 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	Dave Scheiter
Joanie Fitzwater	Tyler Rankins
Chief Jeff Rasche	Jason Koch
Charles Gill	Nelson Castrodale

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. McClarnon moved to approve the November 27, 2018 meeting minutes as presented, duly seconded by Locke. 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 Locke. Motion carried *viva voce*.

Clerk-Treasurer Lori Elmore requested approval of the recommendation of the Clerk-Treasurer to appoint Kathy Mann to the position of Deputy Clerk-Treasurer, Accounts Receivable effective as of Saturday, the December 22nd, 2018 at the rate of pay of \$24.05 per hour. Kathy is transferring from the Water Department. Breese moved to approve the appointment of Kathy Mann to the office of Clerk-Treasurer as submitted, duly seconded by Locke. Motion carried *viva voce*.

Clerk-Treasurer Lori Elmore requested approval of the Executive Session Minutes from November 13th and November 27th as submitted. Shelby moved to approve the Executive Session minutes as submitted, duly seconded by Locke. Motion carried *viva voce*.

WASTEWATER DEPARTMENT:

Dave Scheiter requested the bids for the OCRA Sewer Rehabilitation Project be opened and read into record at this time. They were as follows:

<u>Company</u>	<u>Base Bid</u>
Inland Water	\$ 794,602.00
Granite Inliner	\$1,072,525.00
Insituform Technologies	\$ 771,439.70
United Survey Inc	\$ 840,684.00

Dave Scheiter requested the bids be tabled to be reviewed. Shelby moved to table the bids as requested, duly seconded by Locke. Motion carried *viva voce*.

Dave Scheiter requested the bids for the Payloader be opened and read into record at this time. They were as follows:

<u>Company</u>	<u>MacAllister</u>	<u>West Side Tractor</u>	<u>RPM Machinery</u>
<u>Cost</u>	\$199,721.00	\$178,000.00	\$167,587.00
<u>Trade In</u>	\$ -18,000.00	\$ -34,000.00	\$ -18,500.00
<u>Final Total</u>	\$181,721.00	\$144,000.00	\$149,087.00

Dave Scheiter requested the bids be tabled to be reviewed. McClarnon moved to table the bids until the next meeting as requested, duly seconded by Breese. Motion carried *viva voce*.

PLANNING DEPARTMENT:

Joanie Fitzwater requested the members of the Board approve the Plat recording for the Cougar Storage location. Discussion followed. Breese moved to approve the Plat as requested, duly seconded by Shelby. Motion carried *viva voce*.

Joanie Fitzwater requested the denial of the encroachment request from Paul Vandervest, Lot 87 Meridian East of Springhurst and address commonly known as 671 Fresno Court. Shelby moved to approve as the denial as presented, duly seconded by Locke. Motion carried *viva voce*.

STREET DEPARTMENT:

Tyler Rankins requested approval to hire Samuel Jessup on a full time basis after completing his 90 day probationary period and obtaining his CDL license. This would become effective as of December 15th with a pay rate of \$20.54 per hour and stand-by pay of \$15.80 per day as scheduled. Locke moved to approve the full time hire of Samuel Jessup as presented, duly seconded by Breese. Motion carried *viva voce*.

Tyler Rankins requested approval of all of the 2019 material bids that had been received as per the spreadsheet outlining the costs from various vendors. Shelby moved to approve the 2019 material bids as submitted, duly seconded by Locke. Motion carried *viva voce*.

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

POLICE DEPARTMENT:

Chief Jeff Rasche requested approval of General Order 18-008 Firearms. Discussion followed. Breese moved to approve General Order 18-008 as submitted, duly seconded by Locke. Motion carried *viva voce*.

Chief Jeff Rasche requested approval of General Order 18-007 Promotion Policy. Discussion followed. Suggestion was made to show the dates when these have been amended on the documents. McClarnon moved to approve General Order 18-007 as submitted, duly seconded by Locke.

Motion carried *viva voce*.

Chief Jeff Rasche requested approval of the Greenfield Central SRO (School Recourse Officer) Memorandum of Understanding Agreement. Discussion followed. Shelby moved to approve as presented, duly seconded by Locke.

Motion carried *viva voce*.

Chief Jeff Rasche requested approval of the time driven promotion for Officer Nathan Garner having completed one year of service with the department. The promotion would be effective as of December 29th, 2018. Breese moved to approve as presented, duly seconded by McClarnon. Motion carried *viva voce*.

Chief Jeff Rasche requested approval to roll over 16 hours of unused vacation time and 49 hours of unused comp time into 2019 for Officer Jill Jenkins. Shelby moved to approve as requested, duly seconded by McClarnon.

Motion carried *viva voce*.

Chief Jeff Rasche requested approval to transfer Patrolman Dale Diefenderfer from Patrol duties (12 hour shift) to the Investigations Division (8 hour shift administrative schedule) effective December 1st. He will continue to receive on-call pay in his new position. McClarnon moved to approved as presented, duly seconded by Locke.

Motion carried *viva voce*.

Chief Jeff Rasche requested approval to transfer Patrolman Josh Mullins from Patrol duties (12 hour shift) to the 8 hour shift administrative schedule effective December 29th. Officer Mullins has been assigned to be the full-time School Resource Officer for Greenfield Central School Corporation and will be assigned to the schools for 200 days annually. Officer Mullins will resume patrol duties when not fulfilling his obligation days at the school. Questions and discussion followed. Locke moved to approve as requested, duly seconded by Shelby. Motion carried *viva voce*.

Chief Jeff Rasche requested approval for Captain Brian Hartman to be removed from receiving on-call pay following his promotion on December 1st to the rank of Captain. This will be effective as of December 1st. Shelby moved to approve as presented, duly seconded by Locke. Motion carried *viva voce*.

Chief Jeff Rasche and Deputy Chief Matt Holland recognized the following officers for their recent promotions and presented them with the badges for their new rank:

Brian Hartman, Captain
Chuck McMichael, Lieutenant
Jon Anderson, Sergeant
Corey Decker, Sergeant
Jordan Lewis, Corporal

The Mayor thanked each of the Officers for their dedication to the Department and congratulated each of them on their promotions.

ENGINEERING DEPARTMENT:

Jason Koch requested approval of an agreement with INDOT for Maintenance on the US 40 Flowerboxes. Greenfield in Bloom will be taking the lead on this project with the City being the primary back up should they not be able to fulfill their role. Discussion followed. Shelby moved to approve as presented, duly seconded by Breese. Motion carried *viva voce*.

Jason Koch requested approval of the Storm Water Easement for the property owned by Georgia A Reed, Lot 5 Leary Addition on South Penn Street to allow the installation of storm sewer inlets, pipers and associated infrastructure to improve drainage and alleviate flooding in this area. Shelby moved to approve as presented, duly seconded by Breese. Motion carried *viva voce*.

Jason Koch requested approval of the Professional Services Agreement with Hitchcock to continue work with the landscaping at the 1-70 Gateway project. The community will be involved to see what they would like to see in this area. Hitchcock would then produce three different alternatives. This will be funded by TIF funds not to exceed \$30,000 with a completion date of 12/31/2019. Questions and discussion followed. McClarnon moved to approve as presented, duly seconded by Locke. Motion carried *viva voce*.

Jason Koch requested approval of the Professional Services Amendment #4 with GAI on the Greenfield Business Project. This amendment is for the extension of Opportunity Parkway another 1,100 feet to the west, identified as Phase 4 and the last piece of land within Progress Business Park to be connect with infrastructure. Amendment number #4 is for the amount of \$107,300.00 which will bring the new total project amount to a total of \$716,797.00. McClarnon moved to approve as presented, duly seconded by Locke. Motion carried *viva voce*.

WATER DEPARTMENT:

Chuck Gill informed the Board of the planned retirement of Stephen Bender, Distribution Supervisor, on January 31st, 2019 after more than 40 years of service to the City. With Mr. Bender's retirement, Gill requested to promote Caleb Osborne to Distribution Supervisor effective February 1st, 2018 with no change in pay. His pay will be adjusted at a later time. Shelby moved to approve as presented, duly seconded by Locke. Motion carried *viva voce*.

Chuck Gill requested approval of the Well Project Amendment #4 request from Donahue in the amount of \$2,909.00 with a total not to exceed the amount of \$81,909.00. Locke moved to approve as presented, duly seconded by Breese. Motion carried *viva voce*.

WASTEWATER DEPARTMENT:

Dave Scheiter requested the approval of the promotion of Jeff Leffel and Paul Hood who have successfully completed another milestone of their Wastewater Apprenticeship Program.

Jeff Leffel is eligible for his 5000 hour wage progression after completing 5115.25 hours of On the Job Learning and On the Job Training. Jeff will be promoted to Junior Operation I with a new pay rate of \$25.87 per hour effective December 15th, 2018.

Paul Hood is eligible for his 4000 hour wage progression after completing 4039 hours of On the Job Learning and On the Job Training. Paul will be promoted to Junior Pipefitter I with a new pay rate of \$25.01 per hour effective December 15th, 2018. Locke moved to approve as presented, duly seconded by Shelby. Motion carried *viva voce*.

POWER AND LIGHT:

Nelson Castrodale requested to award the bid for the electric car to the low quote from Hare Chevrolet in the amount of \$34,844.00. Locke moved to approve as presented, duly seconded by McClarnon. Motion carried *viva voce*.

Nelson Castrodale requested to approve Steve Ostewig attending the APPA Engineering and Operations Conference from Sunday March 31st to April 3 in Colorado Springs, Colorado. Shelby moved to approve as presented, duly seconded by Breese. Motion carried *viva voce*.

MISCELLANEOUS ITEMS:

Joanie Fitzwater requested approval to approve the City applying for the EPA Brownfields Grant which if awarded would be in the amount of \$300,000.00 with no matching funds required. The application is due on February 3rd, 2019. Shelby moved to approve as presented, duly seconded by Locke. Motion carried *viva voce*.

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 11:00 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 December 11, 2018 at 10:00 a.m.

Lori Elmore
Clerk-Treasurer

Chuck Fewell
Presiding Officer