

GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY

February 26th, 2019

10:00 A.M.

10 SOUTH STATE STREET

COUNCIL CHAMBERS, ROOM 127

PRESENT: Mayor Chuck Fewell
Kelly McClarnon
Gregg Morelock
Kathy Mann
Jason Koch
Chief Jeff Rasche
Tyler Rankins
Dan Worl
Nelson Castrodale
Councilman Dan Riley
Kathy Locke
Glenna Shelby
Lori Elmore
Dave Scheiter
Amanda Dehoney
Mitch Ripley
Deputy Chief Jason Horning
Charles Gill
Dave Scheiter
Gregg Morelock

ABSENT: Larry Breese

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. Shelby moved to approve the February 12, 2019 meeting minutes as submitted, duly seconded by Locke. Motion carried *viva voce*.

CLERK-TREASURERS OFFICE:

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

Clerk Treasurer Lori Elmore requested approval of the Cancellation of Outstanding Warrants for the fiscal year of 2016. Shelby moved to approve, duly seconded by McClarnon. Motion carried *viva voce*.

Clerk Treasurer Lori Elmore requested approval of the State Board of Accounts Audit Report for the fiscal years 2016 and 2017. The Audits were both clean Audits; with no comments, adjustments or findings. McClarnon moved to approve, duly seconded by Locke. Motion carried *viva voce*.

WASTEWATER DEPARTMENT:

Dave Scheiter requested the bids for the 2019 Crane truck be opened and read into public record at this time. The bids are as follows:

<u>Company</u>	<u>Total Cost</u>	<u>Less Total Trade In Amount</u>	<u>Net Cost</u>
Hubler Chevrolet Inc. Venturo Crane	\$101,090.00	-\$5,000.00	\$96,090.00
Hubler Chevrolet Inc. Stellar Crane	\$ 98,405.00	-\$5,000.00	\$93,405.00
Hare Chevrolet	\$100,417.00	-\$2,500.00	\$97,917.00

Dave Scheiter requested to table the bids until the next meeting. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

ENGINEERING DEPARTMENT:

Jason Koch requested the bids for the Sawmill Downstream Drainage Project be opened and read into public record at this time. The bids are as follows:

Smith Projects	\$258,843.50
Indiana Excavating Services	\$289,007.00
Poindexter Excavating	\$323,300.00
Millennium Contractors	\$283,000.00
Morphy Construction, Inc.	\$202,000.00

Kindred Excavating* \$125,000.00
*Bid Bond \$6,250.00

Jason Koch requested to table the bids until the next meeting. McClarnon moved to approve, duly seconded by Locke. Motion carried **viva voce**.

ANIMAL MANAGEMENT:

Amanda Dehoney requested approval of the full time hire of Terrie Rawlins in the position of Animal Control Officer at the hourly rate of \$20.70 and including standby pay to be effective as of February 23, 2019. Shelby moved to approve, duly seconded by Locke. Motion carried **viva voce**.

POLICE DEPARTMENT:

Chief Jeff Rasche requested the bids for the 2019 GMC Acadia be opened and read into public record at this time. The bids are as follows:

Dellen Automotive \$31,538.00

Chief Jeff Rasche requested to table the bids until the next meeting. Locke moved to approve, duly seconded by Shelby. Motion carried **viva voce**.

Chief Jeff Rasche requested the bids for the lighting and equipment for the Ford Taurus and Chevy Tahoe be opened and read into public record at this time. The bids are as follows:

	Ford Taurus (2)	Chevy Tahoe (4)
Waymire Group	\$13,825.44	\$28,444.00
Safety Systems	\$12,638.58	\$24,075.96

Chief Jeff Rasche requested to table the bids until the next meeting. Locke moved to approve, duly seconded by McClarnon. Motion carried **viva voce**.

Chief Jeff Rasche requested approval to purchase a Ford Taurus Bloomington Ford Inc. to replace the one which was totaled in an accident. The State Bid price is \$25,412.55 and the money to pay for the purchase will be taken out of the Vehicle Replacement Fund. Shelby moved to approve, duly seconded by Locke. Motion carried **viva voce**.

Chief Jeff Rasche requested approval of the agreement to upgrade the Department's fire alarm system with Nelson Alarm at the upfront cost of \$450.00 plus a monthly monitoring fee of \$39.00. Questions about the language of the contract were discussed at length. Dan Worl, Utility Business Manager, addressed the members of the Board and explained that several other departments are already using this system and the contract in question has been used before. Locke moved to approve, duly seconded by McClarnon. Motion carried **viva voce**.

Chief Jeff Rasche requested permission to purchase 5 (five) patrol rifles from Rock River Arms in the amount of \$5,390.00. Two additional quotes were received from Fields Outdoor Adventures LE Supplies and Bravo Company USA but they did not meet the specifications of the request and were disqualified. McClarnon moved to approve as presented, duly seconded by Locke. Motion carried **viva voce**.

Chief Jeff Rasche requested permission for both he and Deputy Chief Matt Holland to attend the FBI National Association Conference in Phoenix, Arizona from July 19th thru July 24th with the cost of the trip expected not to exceed the amount of \$2,800.00. McClarnon moved to approve as presented, duly seconded by Locke. Motion carried **viva voce**.

HR DEPARTMENT:

Mitch Ripley presented Policy Manual changes to 36.55 Tools/Equipment and Vehicles. Several questions were asked by the members of the Board. Log books will be introduced and provided to each vehicle and any passenger who is not an employee of the City must have prior permission from the Department Head. The Department Heads will need prior permission from the Mayor. A request by the Board was made to change some of the language in the document as well as a list of the accidents which had occurred city wide in 2018. Mitch Ripley requested to table the document until the next meeting to allow time for changes to be made. McClarnon moved to approve, duly seconded by Shelby. Motion carried **viva voce**.

STREET DEPARTMENT:

Tyler Rankins requested the bids for the Farm Ground planting (18 acres) to be opened and read into public record at this time. The bids are as follows:

	\$ Per Acre	Total
Blue River Family Farms	\$227.00	\$4,086.00
HME Farms	\$228.60	\$4,114.80

Tyler Rankins requested the contract be for 3 (three) years spanning 2019, 2020 and 2021. Attorney Morelock informed the members of the Board that state law requires we notify the contractor by November 15th in the year the contract will expire which will be in 2021. Tyler Rankins requested permission to table the bids until the next meeting. McClarnon moved to approve as presented, duly seconded by Shelby. Motion carried **viva voce**.

Tyler Rankins requested permission to seek quotes for the 2019 Endowment Flowers for the cemetery. McClarnon moved to approve as presented, duly seconded by Shelby. Motion carried **viva voce**.

Tyler Rankins requested approval of the 2019 heavy trash pick-up dates. They will be held on April 6th for the east side of State Road 9 and on April 13th for the west side of State Road 9. Locke moved to approve as presented, duly seconded by Shelby. Motion carried **viva voce**.

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

FIRE DEPARTMENT:

Deputy Chief Jason Horning requested approval of the time driven promotion of Josh Brown to the position of Private, effective March 9, 2019. Locke moved to approve, duly seconded by Shelby. Motion carried **viva voce**.

Deputy Chief Jason Horning requested approval of the quote for protective hoods from MES in the amount of \$5,121.00. Shelby moved to approve, duly seconded by Locke Motion carried **viva voce**.

Deputy Chief Jason Horning requested approval of the quote for rope equipment from 5 Alarm Equipment in the amount \$7,943.81. Locke moved to approve, duly seconded by Shelby. Motion carried **viva voce**.

BUSINESS MANAGER:

Dan Worl approval of the 2019 2nd quarter Energy Cost Adjustment (ECA) tracking factor as presented:

Proposed ECA Factor/KWH	(\$0.000688)
Previous ECA Factor/KWH	(\$0.000616)
Change in ECA/KWH	(\$0.000072)

McClarnon moved to approve, duly seconded by Locke. Motion carried **viva voce**.

ENGINEERING DEPARTMENT:

Jason Koch requested approval of the Professional Service Agreement Amendment No.1 for the Potts Ditch Culvert with Clark Dietz in the amount of \$24,500.00. The amended contract total is not to exceed \$116,835.00. McClarnon moved to approve, duly seconded by Shelby. Motion carried **viva voce**.

Jason Koch requested approval of the Professional Service Agreement Amendment No.1 for the 6th Street Reconstruction Project with DB Engineering in the amount of \$11,800.00. The amended contract total is not to exceed \$36,200.00. McClarnon moved to approve, duly seconded by Shelby. Motion carried **viva voce**.

Jason Koch requested approval of the Professional Service Agreement Amendment No.1 for the Thoroughfare Plan with Shrewsbury and Associates moving the completion date from December 31, 2018 to December 31, 2019 with no change in price. Shelby moved to approve, duly seconded by McClarnon. Motion carried **viva voce**.

Jason Koch requested approval to seek quotes for a new vehicle for the Engineering Department. Locke moved to approve, duly seconded by McClarnon. Motion carried **viva voce**.

WATER DEPARTMENT:

Charles Gill requested approval to award the quote for the Well 1-3 and Water Main Project to Culy Contracting LLC in the amount of \$405,566.00. Shelby moved to approve, duly seconded Locke. Motion carried *viva voce*.

Charles Gill requested to postpone awarding the quotes for painting the hydrants at this time.

Charles Gill requested approval to award the North Plant Tank Coating quote to Ellison Blasting in the amount of \$17,250.00. Locke moved to approve, duly seconded by McClarnon. Motion carried *viva voce*.

Charles Gill requested approval of the Apprentice advancement of Caleb Baldwin to Distribution Operator Training Level D at the rate of \$22.06 an hour, effective March 9th, 2019. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

Charles Gill presented the Dashboard for January 2019 for the Water Department.

POWER AND LIGHT DEPARTMENT:

Nelson Castrodale requested approval of the Right of Way Management Services agreement with Plant Growth Management Systems for tree removal at the rate of \$59.50 an hour. McClarnon moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

Nelson Castrodale presented the Dashboard for January 2019 for the Power and Light Department.

WASTEWATER DEPARTMENT:

Dave Scheiter requested approval of the Apprentice advancement of Steve Brenneman to Apprentice Pipe Fitter II, with an increase to \$22.06 per hour effective, February 23th, 2019. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Dave Scheiter presented the Dashboard for January 2019 for the Wastewater Department.

MISCELLANEOUS ITEMS:

Councilman Dan Riley provided a presentation to the members of the Board of Works on the progress of the branding project being developed by Matchbook Creative Inc. who were hired to build a marketing website last year. Members of Matchbook Creative were present and stated the website is approximately 2 weeks from going live. The project costs are to be split with Ninestar Inc., Hancock Regional Hospital and Greenfield Central School Corporation. Shelby moved to table approving the contracts for the website and social media maintenance until the next meeting, duly seconded by Locke. Motion carried *viva voce*.

Gregg Morelock presented the contract with Sondhi Solutions who are to provide consulting and professional services for an overall analysis of the IT Department for the cost of \$23,760.00. The funds for the study to be conducted were set aside in this year’s Council budget. Mayor Fewell requested to table approving the agreement until the next meeting. McClarnon moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Nelson Castrodale requested approval to start the hiring process for a Lineman in his department. Locke moved to approve, duly seconded by McClarnon. 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 11:38 a.m., duly seconded by McClarnon. Motion carried *viva voce*.

Mayor Fewell declared the meeting closed and announced that the next meeting will be held on March 12th, 2019 at 10:00 a.m.

Lori Elmore
Clerk-Treasurer

Chuck Fewell
Presiding Officer