**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**February 27th, 2024**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Guy Titus Kathy Locke Glenna Shelby Brent Robertson Gregg Morelock Lori Elmore Penny Lawyer Tyler Rankins Jason Koch Amanda Dehoney Rob Souchon Chief Brian Hartman Chief Jason Horning Charles Gill Nicholas Dezelan Scott Yost

Zoom: Larry Breese

Mayor Guy Titus called the BOW meeting to order for the purpose of conducting the business for the City of Greenfield, Indiana. Shelby moved to approve the minutes of February 13th, 2023 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, duly seconded by Robertson. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the Cancellation of 2021 Outstanding Warrants in the amount of $6,517.56. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval for the Conflict of Interest form for Kathy Locke. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

 Kathy Locke abstained from voting.

Clerk-Treasurer Lori Elmore requested approval for the Debt Submission Update. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Clerk-Treasurer Lori Elmore tabled the Annual Financial Report for 2023 until the next BOW meeting.

**STREET DEPARTMENT:**

Tyler Rankins requested the bids received for the asphalt paver be opened and read into record. The bid received was:

**Brandeis Machinery & Supply Co. $265,372.00 -trade-in of a 1998 Asphalt Paver $3,960.00 = $261,412.00**

**RPM Machinery $242,703.55 – includes trade-in of a 1998 Asphalt Paver $3,158.00**

**MacAllister Machinery Co., Inc. $249,904.00 – includes trade-in of a 1998 Asphalt Paver $4,250.00** TylerRankins requested approval to table the bids and return at the next BOW meeting.

Tyler Rankins requested approval for the extension of the weed trimming contract for Park Cemetery with 5 Star Property Management with a cost of $1,300.00 per weed trimming. 5 Star Property Management has agreed to keep their quote the same for 2024 as it was in 2023. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Tyler Rankins requested approval for the parking lot Lease Agreement between the City of Greenfield and Greenfield Christian Church. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Tyler Rankins requested permission to seek quotes for 2024 flower endowments for Park Cemetery. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Tyler Rankins requested approval of the Certificate of Burial Rights which were in circulation.

**ENGINEERING DEPARTMENT:**

Jason Koch requested approval for the partial release and revised Performance Bond LICX1197562 for Williams Run, Section 1 and Eagle Ridge, to be replaced by the (3) three year Maintenance Bond due to the completion of the following:



Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Jason Koch requested approval of the Development Agreement between the City of Greenfield and Grand Communities, LLC, the Developer of the Parkrose Subdivision, at the corner of Franklin Street and Davis Street. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jason Koch requested approval of the Professional Services Agreement between the City of Greenfield and Clark Dietz for an engineering study of the floodplain/floodway evaluation on Brandywine Creek with a not-to-exceed cost of $59,400.00. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**ANIMAL MANAGEMENT:**

Amanda Dehoney requested approval of the internal transfer of Zoe Anthony from Shelter Assistant to Animal Control Officer with an hourly rate of $27.28, effective March 2nd with standby pay. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Amanda Dehoney requested approval to hire Nevaeh Noel to Shelter Assistant with an hourly rate of $24.94, effective March 11th with standby pay; pending a successful drug screening. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Amanda Dehoney requested approval to seek quotes for (2) two new Animal Control transport trucks. Funds have been accounted for in the 2024 budget. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval for the promotion of Brandon Evans to Information Technology Technician II with an hourly rate of $34.60, effective February 17th. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval of the Vector Solutions Agreement. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the revised Standard Operating Procedures as submitted. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Chief Brian Hartman requested approval of the time driven promotion of Officer Preston Crafton to 2nd Class Patrolman with a bi-weekly amount of $2,565.66, effective March 2nd. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Chief Brian Hartman requested approval for out of state travel for Detective Jill Jenkins and Detective Chris Borgmann to Nashville, TN April 14th - 18th; and requested use of (1) one City of Greenfield police vehicle. This is required training for ICAC (Internet Crimes Against Children). The cost of the class and lodging is paid for by ICAC. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Brian Hartman requested approval to seek quotes for Holosun SCS (Solar Charging Sight) RMR (ruggedized miniature reflex) sights. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to seek quotes for duty holsters. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval of the Billing Service Agreement between the City of Greenfield Fire Department and MED-BILL Corporation. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill requested approval for the promotion of Curtis Dyer to Distribution Operator with an hourly rate of $33.87, effective March 2nd. Curtis has successfully completed his training period requirements of the Water Utility Apprenticeship Program. The Mayor presented Curtis with his certificate, and along with the Board, congratulated Curtis for his service to the City. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill presented the January Dashboard.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval Professional Services Agreement Amendment #1 between the City of Greenfield and Maxim Automation for on-call services and project task orders with a new expiration date of February 28th, 2025. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan requested approval of the continued Agreement between the City of Greenfield Wastewater Utility and PVS Mini Bulk for the supply of chemicals for the 2024 disinfection season. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan requested approval for the resignation of Amber Gray, effective February 23rd. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested approval for the retirement of Harold Lucas, effective April 30th. Harold is a dependable hard worker that could be counted on in the Wastewater Utility or when another City department needed help. The Mayor and the Board, along with Nicholas and the Wastewater Utility wished Harold the best in retirement and thanked Harold for his (12) twelve years of service to the City of Greenfield and the Wastewater Utility. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan presented the January Dashboard.

**POWER AND LIGHT:**

Scott Yost requested approval for a correction of the effective date and back pay for Jacob Belcher, effective February 3rd. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Scott Yost requested approval to award Safeguard Solutions, LLC for the Hastings Substation fencing project with a cost of $11,950.00. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

Scott Yost requested approval for Nick Chappell to travel out of state to Cleveland, TN for the TVPPA Foreman Academy – Track 3 from March 24th – 29th with a total cost of $2,354.77 with a not-to-exceed amount of $2,500.00. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Scott Yost presented the January Dashboard.

**MISCELLANEOUS ITEMS:** Charles Gill requested approval to amend the retainage amount for Phoenix Fabricators and Erectors, LLC for the South Side Water Improvements Project – Water Storage Tower Project for Applications #1 and #2 from $53,700.00, which was approved at the last BOW meeting, to $40,275.00. Shelby moved to approve, 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 11:06 a.m., duly seconded by Locke. Motion carried viva voce.

Mayor Guy Titus declared the meeting adjourned and announced that the next meeting of the Board of Works will be held on Tuesday, March 12th at 10:00 a.m.

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Penny Lawyer Guy Titus, Mayor

Deputy Clerk-Treasurer Presiding Officer

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Lori Elmore

Clerk-Treasurer