**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**March 12th 2024**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Guy Titus Kathy Locke Brent Robertson Gregg Morelock

Lori Elmore Penny Lawyer

Chief Brain Hartman Brad Evans Greg Roland Charles Gill

Nicholas Dezelan Rob Souchon

Amanda Dehoney Scott Yost

Chief Jason Horning

Zoom: Larry Breese Glenna Shelby

Mayor Guy Titus called the BOW meeting to order for the purpose of conducting the business for the City of Greenfield, Indiana. Locke moved to approve the minutes of February 27th, 2024 duly seconded by Shelby.

Motion carried viva voce.

**CLERK-TREASURERS OFFICE:**

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

Clerk-Treasurer Lori Elmore requested approval of the February 2024 Payroll Allowance Docket as submitted. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Clerk-Treasurer Lori Elmore provided an overview of the 2023 Annual Financial Report which has been submitted on Indiana Gateway.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested the bids received for the Holosun RMR Sights be opened and read into record. The bids received were: **USIQ, Inc. $17,253.00 Ray O’Herron Co., Inc. $16,038.00 Kiesler Police Supply $16,578.00**

Chief Brian Hartman requested approval to award Ray O’Herron for the Holosun RMR Sights with a cost of $16,038.00. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Chief Brian Hartman requested the bids received for the emergency lights and equipment for the new vehicles be opened and read into record. The bids received were: **Blunk** **Safety Systems, Inc. $ 6,325.50**

**Blunk Safety Systems, Inc. $28,780.47**

**Blunk Safety Systems, Inc. $ 7,174.97**

Chief Brian Hartman tabled until the next BOW meeting.

Chief Brian Hartman requested the bids received for radar units for the new vehicles be opened and read into record. The bid received was:

**Stalker radar applied concepts, inc. $14,366.50**

Chief Brian Hartman requested approval to award Stalker radar applied concepts, inc. for the radar units for the new vehicles with a cost of $14,366.50. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested the bids received for the weapon lockers for the new vehicles be opened and read into record. The bid received was:

**Blunk** **Safety Systems, Inc. $11,345.30**

Chief Brian Hartman tabled until the next BOW meeting.

Chief Brian Hartman requested approval for the lateral hire promotion of Officer Charles Ryan Morefield to Probationary Patrolman with a bi-weekly amount of $2,454.46, effective March 16th. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Chief Brian Hartman requested approval to rehire Matthew Holland as a Senior Patrolman with a bi-weekly amount of $2,701.82, effective March 16th. Matthew is still eligible for PERF and meets all requirements to be rehired. Matthew will be receiving (1) one week of vacation for 2024 and will receive (5) five weeks’ vacation starting in 2025. Matthew will retain his seniority of over (20) twenty years prior service with the Greenfield Police Department and will receive the maximum allowed for longevity, effective in 2025. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval of the time driven promotion of Officer Jacob Verble to Senior Patrolman with a bi-weekly amount of $2,701.82, effective March 16th. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the time driven promotion of Officer Anthony Butz to 1st Class Patrolman with a bi-weekly amount of $2,634.46, effective March 16th. 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 for the promotion of Detective Jill Jenkins to Sergeant with a bi-weekly amount of $2,836.91, effective March 16th. The Mayor presented Detective Jill Jenkins with the Sergeant badge and congratulated her on a job well done. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Brian Hartman oversaw the badge pinning of Sergeant Jill Jenkins.

**STREET DEPARTMENT:**

Brad Evans requested the bids received for the Flower Endowment be opened and read into record. The Bid received was:

**Penny’s Florist $2,140.00**

Brad Evans requested approval to award Penny’s Florist for the 2024 Flower Endowment with a cost of $2,140.00. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Brad Evans requested approval to award RPM Machinery for the new asphalt paver with a cost of $239,545.55; which includes the trade-in of a 1998 asphalt paver for $3,158.00. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Brad Evans requested approval of the Certificate of Burial Rights which were in circulation.

**ENGINEERING DEPARTMENT:**

Greg Roland requested approval for the release of the following Performance Bonds for Sandlewood, Section 2, Meridian North Section 4A and Meridian North Section 4B, to be replaced by the (3) year Maintenance Bonds due to the completion of the following:

Sandlewood, Section 2

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Work Item | Performance  Bond No. | Performance Amount (110%) | Maintenance  Bond No. | Maintenance Amount (20%) |
| Street Trees | CMS0344890 | $101,761.00 | CMS0354853 | $18,502.00 |
| Builder Walks | 9387072 | $20,064.00 | 9445761 | $3,648.00 |
| Common Walks | CMS0344889 | $59,537.00 | CMS0354852 | $10,825.00 |
| Street Signs | 9387070 | $9,675.00 | 9445762 | $1,759.00 |
| Builder Walk | 9387072 | $20,064.00 | 7901158558 | $27,470.40 |

Meridian North Section 4A

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Work Item | Performance  Bond No. | Performance Amount (110%) | Maintenance  Bond No. | Maintenance Amount (20%) |
| Builder Walks | 80187288 | $48,262.45 | 800172288 | $8,775.00 |
| Stripping | 9337414 | 45,692.50 | 9337414 | $1,035.00 |
| Builder Sidewalks | 7901040978 | $151,087.00 | 9445764 | $27,470.04 |
| Centerline & Monuments | 7901040981 | $6,435.00 | 7901158557 | $1,170.00 |

Meridian North Section 4B

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Work Item | Performance  Bond No. | Performance Amount (110%) | Maintenance  Bond No. | Maintenance Amount (20%) |
| Common Walks | 9361799 | $8,864.00 | 9361799M | $1,612.00 |
| Monuments | 9361800 | $9,790.00 | 9361800M | $1780.00 |
| Street Trees | CMS03422456 | $58,023.00 | CMS0354857 | $10,550.00 |
|  |  |  |  |  |

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

**WATER DEPARTMENT:**

Charles Gill requested approval for the invoices that have been submitted from Donohue and Associates, Inc. for engineering services rendered from January 14th – February 17th for the Southside Water Improvements Project-Water Storage Tower Project in the amount of $26,044.95. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Charles Gill requested approval of the recommendation from Donohue and Associates, Inc. for the Partial Payment #2 to Brackney, Inc. for the Southside Water Improvements Project – Water Main Project in the amount of $483,185.00 with a retainage of $25,430.00 for a total payment for Application #2 of $508,615.00. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Charles Gill requested approval of the recommendation from Donohue and Associates, Inc. for the Partial Payment #3 to Phoenix Fabricators and Erectors, LLC for the Southside Water Improvements Project – Water Storage Tower Project in the amount of $22,007.00 with a retainage of $1,158.00 for a total payment for Application #3 of $23,165.00. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Charles Gill requested approval of the Mutual Aid Agreement for Water and Wastewater Utilities between the City of Greenfield and the State of Indiana. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from January 1st – January 31st for the Waste Water Treatment Plant Improvements Project in the total amount of $50,227.97. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #16 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $2,219,648.55 with a retainage of $116,823.61 for a total payment for Application #16 of $2,336,472.16. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to hire Sean Taylor to Information Technology Tech I with an hourly rate of $32.10, effective March 4th. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Rob Souchon requested approval of the (3) three year Sophos Managed Detection and Response for endpoints and servers subscription license renewal through Insight with a cost of $50,436.16. The quote also includes additional Sophos products we are requesting approval to purchase at a (3) three year term. Each of these products will add additional layers of protection to the City of Greenfield’s Cyber Security Defense. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Rob Souchon requested approval to purchase equipment enclosures for the new Wastewater Plant from Altelix with a cost of $5,826.58. Funds will come from Wastewater and the enclosures will be used to protect IT equipment from environmental elements. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

**Altelix, LLC $5,826.58**

**American Products $8,710.95**

**Telephone Switching $7,573.00**

**ANIMAL MANAGEMENT:**

Amanda Dehoney requested approval to award Andy Mohr Ford for the purchase of (2) two Ford F-250 trucks with a cost of $88,858.00. Other quotes were solicited from other dealerships, but were told they could not submit a quote without the vehicles being on their lots. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

**2024 Ford F-250SD $51,129.00 minus trade-in of 2015 Ford F-250 VIN #8785 of $6,700.00 = $44,429.00**

**2024 Ford F-250SD $51,129.00 minus trade-in of 2015 Ford F-250 VIN #8157 of $6,700.00 = $44,429.00**

**POWER AND LIGHT:**

Scott Yost requested approval for the ISC Mill Drill Phase 3 Change Order for the exit feeders out of the Parker Substation with a cost of $27,575.00. The IT Department’s portion of this total will be a cost of $3,612.50 for fiber optics and boxes installed alongside Power & Light’s underground feeders. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Scott Yost requested approval of the revised job description for the Technical Services Supervisor position. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Scott Yost requested to table the promotion regarding the Technical Services Supervisor.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval for the time driven promotion for Firefighter/EMT Fred (Max) Hellman to 2nd Class Firefighter at a bi-weekly amount of $2,586.43, effective March 16th. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Chief Jason Horning requested approval of the EMS Interlocal Agreement with Blue River Township with an annual amount of $18,000.00. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Jason Horning requested approval to add the $1,000.00 annual stipend for EMS Instructor for Eran Uptegrove, effective March 2nd. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Jason Horning requested approval to hire Abigail McGovern, Bryce Hasty and Morgan Collins as part-time Firefighter/EMT’s with an hourly rate of $18.00, effective March 22nd. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning informed the Board that these (3) three new hires are a direct result of the EMT training class and Firefighter 1 and 2 classes that the firefighters conduct at Station 422, which is a great recruiting tool.

Chief Jason Horning requested approval for the promotion of Lieutenant Shawn Booker to Captain, effective March 16th. The Mayor presented Lieutenant Shawn Booker with the Captain badge and congratulated Shawn, along with the Board, for a job well done. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Jason Horning requested approval for the promotion of Senior Firefighter/Paramedic Nick Mellene to Lieutenant, effective March 16th. The Mayor presented Senior Firefighter/Paramedic Nick Mellene with the Lieutenant badge and congratulated Nick, along with the Board, for a job well done. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning oversaw the badge pinning of Captain Shawn Booker and Lieutenant Nick Mellene.

**MISCELLANEOUS ITEMS:** None

**ADJOURNMENT:**

There being no further business to be brought before the Greenfield Board of Public Works and Safety,

Locke moved to adjourn the meeting at 11:15 a.m., duly seconded by Robertson. 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 26th 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