**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**April 9th, 2024**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Guy Titus Larry Breese Brent Robertson Gregg Morelock Lori Elmore Penny Lawyer Joanie Fitzwater Chief Brain Hartman Tyler Rankins Rob Souchon Charles Gill Jane Webb Chief Jason Horning

Zoom: Glenna Shelby

Absent: Kathy Locke

Mayor Guy Titus called the BOW meeting to order for the purpose of conducting the business for the City of Greenfield, Indiana. Robertson moved to approve the minutes of March 26th, 2024 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, duly seconded by Robertson. Motion carried viva voce.

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

Clerk-Treasurer Lori Elmore requested approval for the GWN Securities, Inc. Retirement Plan Consulting Agreement. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

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

**CITY ATTORNEY:**

Gregg Morelock requested approval to accept the Request for Proposal from American Tower for the cell tower renewal. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

**PLANNING DEPARTMENT:**

Joanie Fitzwater tabled Brandywine Farms, Section 3 until the next BOW meeting.

Joanie Fitzwater requested the bids received for the weed, mowing and trash removal be opened and read into record. The bids received were:

 **343 Lawn Care, LLC**

**Mowing**: $60.00 per hour **Bush-Hogging**: $60.00 per hour

**Shrub & Tree trimming**: $50.00 per hour **Trash Removal**: $60.00 per hour

 **BLC Outdoor Services**

**Mowing:** $60.00 per hour **Bush-Hogging**: $125.00 per hour

**Shrub & Tree trimming**: $60.00 per hour **Trash Removal**: $60.00 per hour

Joanie Fitzwater requested to table and return at the end of the meeting with a recommendation

Joanie Fitzwater returned at the end of the meeting and requested approval to award both 343 Lawn Care, LLC and BLC Outdoor Services for the weed, mowing and trash removal pending review of the Certificate of Insurances. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested the bids received for the duty holsters be opened and read into record. The bid received was.

 **Ray O’Herron $7,370.00**

The bid is for (48) forty-eight right-handed holsters and 7 left-handed holsters for a total of (55) fifty-five holsters.

Chief Brain Hartman requested approval to award Ray O’Herron for the purchase of (55) fifty-five duty holsters with a cost of $7,370.00. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Chief Brian Hartman requested approval for the Agreement Amendment #1 between the City of Greenfield and the Greenfield Police Department for the installation of license plate reader equipment. Shelby moved to approve and to authorize Chief Brian Hartman to sign the Agreement on behalf of the City, duly seconded by Robertson. Motion carried viva voce.

Chief Brian Hartman requested approval to seek quotes for ballistic shields for the SWAT team. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval for the resignation of Zachary Marcum, effective April 22nd. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested the quotes received for the seal coat for downtown parking lots be opened and read into record. The bids received were:

 **National Payment Maintenance $24,950.00**

 **HSC Pavement Maintenance $24,756.50**

 **Otto’s Parking Marking $27,966.00**

Tyler Rankins requested to table and return at the next BOW meeting. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Tyler Rankins requested approval to seek a Sourcewell quote for a new street sweeper. The cost of the new street sweeper will be split 50/50 between the Street Department and Storm Water Utility. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Tyler Rankins requested approval of the (1) one year BAM Weather Service Agreement for unlimited weather access for all events in Greenfield with a total cost of $7,350.00; which will be divided between (3) three departments. The Street Department is responsible for $3,450.00 and the Police Department and Power & Light Utility will be responsible to pay $1,950.00 each. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

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

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval for an amendment to the Lease Agreement with Braden for the printers for the Water Department that was approved at the BOW meeting on March 26th. Due to a change in hardware, the amended monthly charge will be $229.00 plus pages printed. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill requested the bids received for the mini dump truck be opened and read into record. The bid received was:

 **Larkin Greenwood Ford $95,144.40**

Charles Gill requested approval to table until the next BOW meeting. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Charles Gill requested approval for the invoices that have been submitted from Donohue and Associates, Inc. for engineering services rendered from February 18th - March 23rd for the Southside Water Improvements Project-Water Storage Tower Project in the amount of $36,582.25. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

Charles Gill requested approval of the recommendation from Donohue and Associates, Inc. for the Partial Payment #3 to Brackney, Inc. for the Southside Water Improvements Project – Water Main Project in the amount of $690,644.00 with a retainage of $36,350.00 for a total payment for Application #3 of $726,994.00. Breese 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 #4 to Phoenix Fabricators and Erectors, LLC for the Southside Water Improvements Project – Water Storage Tower Project in the amount of $222,771.00 with a retainage of $11,725.00 for a total payment for Application #4 of $234,496.00. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Charles Gill requested approval to seek quotes for a replacement service truck, a new SUV for their water treatment fleet and a trench shoring box used for the protection of their personnel in construction projects. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Jane Webb requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from February 1st – February 29th for the Wastewater Treatment Plant Improvements Project in the total amount of $50,708.23. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jane Webb requested approval for the invoice from Kleinpeter Consulting Group, LLC for labor standards services related to the Wastewater Treatment Plant Improvements Project with a total amount of $16,700.00. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jane Webb requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #17 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $1,912,016.07 with a retainage of $100,632.42 for a total payment for Application #17 of $2,012,648.49. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Jane Webb requested approval for the resignation of Mark Libby, effective April 12th. Mark has been a City employee for over (42) forty-two years. Nicholas Dezelan, on behalf of the Wastewater Utility, wished Mark the best and thanked him for his many years of service to the City of Greenfield and the Wastewater Utility. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval of the Indemnity and Hold Harmless Agreement between the Greenfield Fire Territory and Clarion Events, Inc. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

**MISCELLANEOUS ITEMS:** 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 10:40 a.m., duly seconded by Breese. 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, April 23rd 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