**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**May 14th, 2024**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Guy Titus Kathy Locke Larry Breese Glenna Shelby

 Brent Robertson Gregg Morelock

Penny Lawyer Susan Dillman

Mitch Ripley Tyler Rankins Chief Brian Hartman Scott Yost

Charles Gill Nicholas Dezelan

Jane Webb

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 April 23rd, 2024 duly seconded by Shelby.

Motion carried viva voce.

**CLERK-TREASURERS OFFICE:**

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

Deputy Clerk-Treasurer Penny Lawyer requested approval of the April 2024 Payroll Allowance Docket as submitted. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**CITY ATTORNEY:**

Gregg Morelock requested approval of the Grant Agreement between the City of Greenfield and INDOT defining the terms and conditions of the Community Crossings Matching Grant of $1,328,034.00, and allow the City Engineer to sign the Grant Agreement on the City’s behalf. The City will match $1,328,034.00 for a total $2,656,068.00 resurfacing project. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Gregg Morelock requested approval of the Grant Agreement between the City of Greenfield and the Indianapolis Metropolitan Planning Organization Grant of $1,316,925.00 defining the terms and conditions for the CR300N and Fortville Pike Roundabout project, and allow the City Engineer to sign the Grant Agreement on the City’s behalf. The City will match $146,325.00 for a total of $1,463,250.00. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Gregg Morelock requested approval of the Professional Services Agreement Amendment #1 between the City of Greenfield and American Structurepoint to add landscape design services for the CR300N and Fortville Pike Roundabout, with an increase cost of $7,000.00 for a new contract not-to-exceed total of $419,290.00; with no change in expiration dates. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**HUMAN RESOURCES:**

Mitch Ripley requested approval of the pay increase for Joanie Fitzwater of $5,000.00 for a total amount per year of $92,699.88, effective May 11th. The City Council increased the Planning Director’s salary line item by $5,000.00, effective May 11th. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested approval to seek a Sourcewell quote for a new 5-ton asphalt roller. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Tyler Rankins requested approval of Vail’s Concrete material bid for repairs to be performed at 315 E. Osage with a cost of $9,228.75; and street repairs to be performed at various locations with a cost of $20,864.88. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

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

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval for the lateral hire promotion of Officer Charles Ryan Morefield to Senior Patrolman at a bi-weekly amount of $2,701.82 plus an annual $1,000.00 Instructor stipend and will earn (80) eighty hours vacation, effective May 11th. Officer Morefield has over (3) three years of previous full time law enforcement experience and completed his mandatory Field Training. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval to hire Riley Cales as Administrative Assistant with an hourly rate of $27.00, effective May 11th. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Scott Yost requested approval for Steve Ostewig to travel out of state to San Diego, CA for the American Public Power Association National Conference from June 8th – 13th with a total cost of $3,765.00 with a not-to-exceed amount of $3,850.00. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill requested approval of the promotion of Shawn Valentine to Water Plant Operator F with an hourly rate of $24.07, effective May 11th. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

Charles Gill tabled the acceptance of (9) nine easements until the next BOW meeting.

Charles Gill requested approval for the invoices that have been submitted from Donohue and Associates, Inc. for engineering services rendered from March 24th – April 20th for the Southside Water Improvements Project-Water Storage Tower Project in the amount of $22,163.98. 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 Brackney, Inc. for the Southside Water Improvements Project – Water Main Project in the amount of $188,754.00 with a retainage of $9,934.00 for a total payment for Application #4 of $198,688.00. Robertson 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 #5 to Phoenix Fabricators and Erectors, LLC for the Southside Water Improvements Project – Water Storage Tower Project in the amount of $996,235.00 with a retainage of $52,433.00 for a total payment for Application #5 of $1,048,668.00. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill requested approval for the emergency purchase of a 2023 Ford F550 4x4 mini dump truck from Andy Mohr Ford with a cost of $65,867.01; and a 2024 Chevy Silverado 1500 from Blossom Chevrolet with a cost of $33,386.25. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

**$80,128.00 – trade-in of a 2011 Chevy Silverado w/VIN #0728 = $65,867.01**

**$52,334.00 – 4,500.00 (municipal disc.) along w/trade-in of a 2018 Dodge Ram w/VIN #7525 = $33,386.25.**

Charles Gill gave an update to the Board for the work being performed at Melody Lane.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval of the Perpetual Exclusive Utility Easement between the City of Greenfield and the Hancock County 4-H Club Agricultural Association, Inc. with a cost of $7,000.00. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested approval of the quote from Xylem Water Solutions USA, Inc. for the purchase of (2) two replacement pumps for the Liberty Shores Lift Station with a cost of $44,114.80. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Nicholas Dezelan tabled the new lockers and benches for the new Wastewater Treatment Plant Administration Building until the next BOW meeting.

Nicholas Dezelan requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from March 1st – March 31st for the Waste Water Treatment Plant Improvements Project in the total amount of $48,117.10. Breese 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 #18 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $1,518,311.85 with a retainage of $79,911.15 for a total payment for Application #18 of $1,598,223.00. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**UTILITY COORDINATOR:**

Jane Webb requested approval of the 2023 Krohn & Associates Annual Financial Report for electric, water, wastewater and stormwater. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jane Webb requested approval of the 2023 Crowe, LLP Audit for electric. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Jane Webb requested approval of the 1st Quarter Financials for all of the utilities. Breese 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, May 28th at 10:00 a.m.

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Penny Lawyer Guy Titus, Mayor

Deputy Clerk-Treasurer Presiding Officer

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Susan Dillman

Chief Deputy Clerk-Treasurer