**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**May 28th, 2024**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Guy Titus Larry Breese Glenna Shelby Brent Robertson Gregg Morelock Lori Elmore Penny Lawyer Tyler Rankins Chief Brian Hartman Chief Jason Horning Jimmy Griffith Nicholas Dezelan

Scott Yost Jane Webb

Donna Butler

Zoom: Kathy Locke

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 May 14th, 2024 duly seconded by Robertson.

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 Shelby. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the Audited Financial Reports for February 2024 as submitted. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

Clerk-Treasurer Lori Elmore informed the Board that the State Board of Accounts are due to arrive on May 29th, to audit the Fiscal Year of 2023.

**CITY ATTORNEY:**

Gregg Morelock requested approval of the initial five (5) year Lease Agreement between the City of Greenfield and American Tower for the cell tower that exists on the ground that the City owns located near Fire Station #422 with a monthly fee of $6,000.00, effective June 28th. American Tower will make a one-time payment of $50,000.00 payable within thirty (30) days of the execution date. The agreement has three (3) successive periods, each of five (5) years and the rent due under this Agreement shall increase by an amount equal to three (3%) percent annually of the then current rent. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Clerk-Treasurer Lori Elmore explained to the Board that the funds collected from American Tower goes toward franchise fees which helps support our IT Department. Lori thanked Gregg for a job well done.

**STREET DEPARTMENT:**

The Mayor thanked Tyler Rankins, his employees and all city employees that assisted in setting up the flags and setting up for the Memorial Day Celebration at Park Cemetery. The family of Rita Padgett, long time employee for the City, attended the celebration in her honor.

Tyler Rankins requested to bids received for the Community Crossings Matching Grand Project be opened and read into record. The bids received were.

**E&B Paving $2,423,241.15**

**Robertson Paving, Inc. $3,300,969.90**

**Calumet Civil Contractors $2,434,000.00**

**Grady Brothers, Inc. $2,999,343.00**

**Dave O’Mara Contractor, Inc. $2,773,284.15**

**Baumgartner & Company, LLC $2,736,239.25**

**Mid-West Paving, LLC $2,374,069.69**

Jason Gasaway with Mid-West Paving, LLC addressed the Board explaining that the (2) two pages indicating their bid total had not been included in their bid packet, but that the itemized list was included in the bid packet. They had arrived at 9:20 and requested someone print the (2) two pages out for them, but were unsuccessful. They then came to the Clerk-Treasurer’s office who spoke to the City Attorney Gregg Morelock. Mr. Morelock assisted in printing out the (2) pages and informed the Board it was their decision to allow or not allow the (2) two pages be accepted and read into record. Shelby moved to approve the addition of the summary as requested, duly seconded by Robertson. Motion carried viva voce.

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

Tyler Rankins requested approval of the Sourcewell quote from RPM Machinery for the asphalt roller with a cost of $72,650.00. Shelby 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.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval of the American Structurepoint, Inc. Programming Proposal, for the conceptual programming study to understand the needs both short and long term as it relates to physical space and site evaluation, with a not-to-exceed amount of $35,000.00. Chief Brian Hartman also requested permission to use LOIT funds, pending approval from the City Council. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Brian Hartman informed the Board that the (5) five police vehicles that had been approved at the April 23rd BOW meeting to be sold at auction totaled $46,785.45.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval for the time driven promotion for Easton Fields to Senior Firefighter at a bi-weekly amount of $2,701.82 plus an annual $4,000.00 Paramedic stipend, effective June 8th.

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

Chief Jason Horning requested approval for the resignation of Max Hellmann, effective May 20th.

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

Chief Jason Horning requested the bids received for the turnout gear be opened and read into record. The bids received were:

**Hoosier Fire Equipment , Inc. $5,222.00**

**Fire Department Service & Supply $5,754.00**

Chief Jason Horning requested to table and return at the end of the meeting with a recommendation.

Chief Jason Horning returned at the end of the meeting and requested approval to award Hoosier Equipment Company, Inc. for the turnout gear with a cost of $5,222.00 per person. There was an additional cost of $197.00 for an escape belt which was not included in the bid total as everyone does not need this type of belt. The new total will be $5,419.00 per person for those who needs the belt included in their turn out gear. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

**WATER DEPARTMENT:**

Jimmy Griffith tabled the acceptance of (12) twelve easements until the next BOW meeting. Shelby moved to table and request to have the city attorney review the documents, duly seconded by Breese. Motion carried viva voce.

Jimmy Griffith requested approval of the Continuing Professional Services Agreement Task Order #14 from Donohue and Associates, Inc. to provide professional engineering services for preparation of conceptual layouts for (2) two well sites. IDEM is requiring a set of engineering plans for the construction permits for our new wells with a not-to-exceed amount of $7,000.00. Funds are available in our O&M budget. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jimmy Griffith requested approval for the amendment of Partial Payment #4 to Brackney, Inc. for the Southside Water Improvements Project - Water Main Project in the amount of $198,754.00 with a retainage of $10,434.00 for a total payment for Application #4 of $209,188.00. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval of the quote for lockers and benches for the new administration building from Commercial Office Environments with a cost of $25,578.26; to be installed by F.A. Wilhelm as part of the Waste Water Treatment Plant Improvements Project. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Nicholas Dezelan requested approval to advertise the Waterview Lift Station Replacement Project for bid and the schedule as presented.

**1. First advertisement June 1, 2024**

**2. Second advertisement June 8, 2024**

**3. Pre-Bid conference June 12, 2024**

**4. Bid opening July 9, 2024**

**5. Engineers recommendation & award July 23, 2024**

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

Nicholas Dezelan requested approval of the request from Insight Pipe Contractors, LLC for a (30) thirty day extension in contract time with no change in contract cost for the Waterview Sanitary Sewer Lining Project. The new substantial completion date for the project will be June 10th and a final completion date of July 5th. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval to seek quotes for a new pickup truck. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Scott Yost requested approval to seek quotes for a new forklift. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Scott Yost requested approval for the promotion of Stephen Fruth to Journeyman Lineworker with an hourly rate of $41.86, effective May 25th. Stephen has successfully completed his training period requirements per the U.S. Department of Labor’s Bureau of Apprenticeship & Training Standards. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

**UTILITY COORDINATOR:**

Jane Webb requested approval of the April Financials for electric, water, sewer, and storm water utilities. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

Jane Webb requested approval of the 3rd Quarter Tracker as submitted. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

PROPOSED ECA FACTOR / KWH $0.000000

PREVIOUS ECA FACTOR / KWH $0.000000

CHANGE IN ECA / KWH $0.000000

Jane Webb requested approval to hire the following seasonal employees with an hourly rate of $16.00. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**Dylan Bowman Power & Light effective, June 3rd**

**Aiden Briles Power & Light effective, June 3rd**

**Nora Gardner Storm Water effective, June 3rd**

**Ahmon Williams Street/Power & Light effective, June 3rd**

**Hunter Holt Street/Power & Light effective, June 3rd**

**Camden Gardner Water effective, June 3rd**

**Xavier Robinson Wastewater effective, June 3rd**

Jane Webb requested approval for Melissa Farmer Keomanivong, Karen Gardner and herself to attend the NISC Annual Conference in Orlando, FL September 15th – 19th with an estimated cost of $2,900.00 per person. Power & Light will pay for Melissa and Customer Service will pay for Karen and Jane. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

**PLANNING DEPARTMENT:**

Donna Butler, on behalf of Habitat for Humanity, is requesting that the Improvement Location Permit (building permit) fee of $250.00 and the total for all of the Utility Permit fees in the amount of $5,050.00 be waived for the home they are building at 835 W. North Street. 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 10:55 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, June 11th 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