**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**June 11th 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

Lori Elmore Penny Lawyer

Rob Souchon Tyler Rankins Amanda Dehoney Joanie Fitzwater

Chief Brian Hartman Scott Yost

Chief Jason Horning Nicholas Dezelan

Charles Gill

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 28th, 2024 duly seconded by Locke.

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 Locke. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the May 2024 Payroll Allowance Docket as submitted.

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

Clerk-Treasurer Lori Elmore requested approval for the three (3) Conflict of Interest forms as submitted. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to accept the estimate from Apex Electric and Sign Company, Inc. for the I-70 Tower’s light repair with a cost of $7,250.50. Funds will be allocated from City Council as approved by the Mayor. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Rob Souchon requested approval to purchase the annual Connect-wise Automate and Manage subscription renewal from Insight for security patch management and helpdesk ticketing with a cost of $11,914.89. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Rob Souchon requested approval to attend the NISC Annual Conference in Orlando, FL September 15th – 19th with an estimated cost not-to-exceed $2,900.00. Funds are available in the IT 2024 budget.

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

**STREET DEPARTMENT:**

Tyler Rankins requested approval to award E&B Paving the Community Crossings Matching Grant Resurfacing Project with a cost of $2,423,241.15. Mid-West Paving, LLC had submitted a bid of $2,374,069.69; which appeared to be the lowest bid, but after reviewing Mid-West Paving, LLC found they were not the lowest responsive and responsible bid when reviewed because the totals on the individual pages breakdown did not match the total project bid. Shelby 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.

**ANIMAL MANAGEMENT:**

Amanda Dehoney requested approval to hire Daphnee Fair as the Shelter Assistant with an hourly rate of $24.94, effective June 10th with standby pay. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

**PLANNING DEPARTMENT:**

Joanie Fitzwater requested the Board deny the utility easement encroachment recommendation for address 107 Punkin Court, Lot 30, Section 1, Whitcomb Village. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval for out of travel to the Northeast Counter Drug Center in Ripon, WI, for undercover training techniques for a narcotics officers, August 19th – August 23rd. The cost of the training is free and will involve one police officer and one Greenfield city police vehicle, with a not-to-exceed amount of $1,200.00. Funds are available in the HSI account. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval for the promotion of Austin Mullins to Lineworker Class II with an hourly rate of $36.23, effective June 8th. Austin has successfully completed his training period requirements per the U.S. Department of Labor’s Bureau of Apprenticeship & Training Standards. Locke moved to approve, duly seconded by Robertson. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval for the time driven promotion for Firefighter Michael Sempsrott to Firefighter 2nd Class at a bi-weekly amount of $2,586.43, effective June 22nd. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Jason Horning requested approval for the resignation of Collin Casstevens, effective July 7th. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning requested approval for the lateral transfer and hire of Brian Cuneo as a Senior Firefighter/Paramedic at a bi-weekly amount of $2,701.82, plus an annual $4,000.00 Paramedic stipend, effective July 6th. Additional benefits with his 20 years of previous service will include: twelve (12) vacation days annually, with the first year being pro-rated to six (6) vacation days due to starting employment in the middle of the year. After five (5) years of employment Brian will receive an additional three (3) vacation days as well as longevity pay based on his years of service with Greenfield Fire Territory.

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

Chief Jason Horning requested approval for the lateral transfer and hire of Avery Hayes as a Probationary Firefighter at a bi-weekly amount of $2,365.97, effective July 6th. Additional benefits with 7 months of previous service will include: three (3) vacation days annually starting January 1st, 2025. After five (5) years of employment Avery will receive additional vacation days as well as longevity pay based on years of service with Greenfield Fire Territory.

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

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval to hire James Connelly and Joseph “Alex” Able to Apprentice Entry positions with an hourly rate of $24.07, effective June 22nd. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Nicholas Dezelan requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from April 1st – April 30th for the Waste Water Treatment Plant Improvements Project in the total amount of $48,084.85. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #19 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $1,456,207.97 with a retainage of $76,642.53 for a total payment for Application #19 of $1,532,850.50. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan requested approval of Commonwealth Engineers, Inc., and F.A. Wilhelm’s Change Order #5 for the Wastewater Plant Treatment Improvements Project with no change in contract cost or time. The Change Order is for the rehabilitation of manhole #105. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan requested approval to purchase a 2024 Chevy Silverado from Penske Chevrolet with a cost of $47,999.75. Blossom Chevrolet has a similar truck that is $19.00 cheaper, but that truck doesn’t have the snow plow prep package included. The purchase of a new truck was approved by City Council in the 2024 budget year. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill tabled the acceptance of easements until the next BOW meeting.

Charles Gill requested approval for the price increase for Chlorine to $1.61 per pound of chlorine gas. As we are not currently placing delivery orders with JCI Jones, INC., this increase notice would not impact us. Charles asked the Board approve the Mayor to sign the letter of increase so should we need to order chlorine gas from JCI Jones, INC. we would avoid any delays in shipment. A copy of this letter would be sent back to the company for their records. Shelby moved to approve, duly seconded by Locke. 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 March 24th – April 20th for the Southside Water Improvements Project-Water Storage Tower Project in the amount of $21,070.64. 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 #6 to Phoenix Fabricators and Erectors, LLC for the Southside Water Improvements Project – Water Storage Tower Project in the amount of $449,142.00 with a retainage of $23,639.00 for a total payment for Application #6 of $472,781.00. Robertson moved to approve, duly seconded by Shelby. 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 10:41 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 25th 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