

GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY

December 10th, 2024

10:00 A.M.

10 SOUTH STATE STREET

COUNCIL CHAMBERS, ROOM 127

Present:	Larry Breese	Kathy Locke
	Glenna Shelby	Brent Robertson
	Gregg Morelock	Lori Elmore
	Penny Lawyer	Tyler Rankins
	Charles Gill	Glen Morrow
	Joanie Fitzwater	Amanda Dehoney
	Chief Jason Horning	Chief Brian Hartman
	Rob Souchon	Glen Morrow
	Nicholas Dezelan	Scott Yost

Absent: Mayor Guy Titus

Larry Breese, Presiding Officer, 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 November 26th, 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 Locke. Motion carried *viva voce*.

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

Clerk-Treasurer Lori Elmore requested approval of the 2025 longevity pay for the list of employees as submitted. As part of the 2025 Salary Ordinance, which was approved by the Council, once an employee has completed their (25) twenty-five years of service with the City of Greenfield they will receive \$100.00 for each year of service up to (30) thirty years of service. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

Clerk-Treasurer Lori Elmore informed the Board of the remainder of increases for multiple departments as submitted; including the stipends for the Clerk-Treasurer's Office as approved by the 2025 Salary Ordinance, effective December 21st.

CITY ATTORNEY:

Gregg Morelock requested permission to go out for appraisals for a newly constructed section of Opportunity Parkway with a not-to-exceed amount of \$10,000.00. Shelby moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

Gregg Morelock requested permission to send a letter informing Hancock Regional Hospital that the City of Greenfield will not be renewing the annual website management Contract for the Greenfield Community website that Hancock Health manages on our behalf for 2025. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

STREET DEPARTMENT:

Tyler Rankins requested the bids received for the Pedestrian Bridge Project be opened and read into record. The bids received were: **No bids received.**

Tyler Rankins requested approval to re-seek quotes for the Pedestrian Bridge Project. Robertson moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Tyler Rankins requested the bids received for Fuel for 2025 be opened and read into record. The bid received was: **Keystone Cooperative, Inc.**

Tyler Rankins requested to return later in the meeting with a recommendation.

Tyler Rankins requested the bids received for the 2025 Material bids be opened and read into record. The bids received bids were:

**American Timber Bridge
E&B Paving, Inc.
Vail's Concrete**

**J.L. Wesley Enterprises, Inc.
Rieth-Riley Construction Co., Inc.
Pavements Solutions, Inc.**

IMI Aggregate

National Pavement Maintenance

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

Tyler Rankins requested approval for the Professional Services Agreement Amendment #1 for the concept development and plans for the design of an expansion to Park Cemetery with a cost of \$254,500.00. The original agreement was for 30% plans which has already been completed. This amendment proposing the design and planning to 100% and getting us ready for the construction phase. Locke moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

Tyler Rankins requested approval for invoice #3 submitted from USI Consultants for professional services rendered October 1st – October 31st for the pedestrian bridge on McKenzie Street over Brandywine Creek in the amount of \$2,200.00. These consulting fees are being paid out of ARPA funds. Locke moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

Tyler Rankins returned at the end of the meeting and requested approval to award Keystone Cooperative, Inc. for the 2025 Fuel bid. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

WATER DEPARTMENT:

Charles Gill requested the bids received for the Southside Water Improvements Project be opened and read into record. The bids received were:

Brackney, Inc.	\$ 915,550.00
Kindred Excavating Group, Inc.	\$2,275,860.06
Lykins Contracting, LLC	\$1,026,705.00
Sub-Surface of Indiana, Inc.	\$1,183,912.50
J.G. Case Construction, Inc.	\$1,174,990.00

Charles Gill requested approval to table and return at the next BOW meeting with a recommendation. Locke 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 October 20th – November 16th for the Southside Water Improvements Project-Water Storage Tower Project in the amount of \$29,863.01. 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 #12 to Phoenix Fabricators and Erectors, LLC for the Southside Water Improvements Project – Water Storage Tower Project in the amount of \$674,283.00 with a retainage of \$35,489.00 for a total payment for Application #12 of \$709,772.00. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Charles Gill requested approval for the promotion of Shawn Valentine to Distribution Operator E with an hourly rate of \$28.86, effective December 21st. Shawn has successfully completed his training period requirements of the Water Utility Apprenticeship Program. Locke moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

Charles Gill requested approval for the promotion of Austin Kinder to Distribution Operator F with an hourly rate of \$24.07, effective December 7th. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

STORMWATER:

Glen Morrow requested approval of the Memorandum of Agreement for the cooperation and coordination in implementing the Municipal Separate Storm Sewer General Permit between the City of Greenfield, Hancock County and other municipalities within Hancock County. Locke moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

PLANNING DEPARTMENT:

Joanie Fitzwater requested approval of the Secondary Plat, the Subdivision Agreement, the Maintenance Agreement and the Improvement and Maintenance surety as submitted for Parkrose, Section 1b. The Clerk-Treasurer’s Office will hold the Plat, Subdivision Agreement and Improvement surety contingent upon acquiring the necessary signatures. Shelby moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

ANIMAL MANAGEMENT:

Amanda Dehoney requested approval for the retirement of Susan Nestel, effective December 13th. The Board congratulated Susan on her retirement. Locke moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

FIRE DEPARTMENT:

Chief Jason Horning requested approval to purchase a 2024 Chevrolet Silverado 2500HD with State QPA pricing from Kelley Chevrolet, LLC for the amount of \$51,790.00. Funds are available in their equipment replacement fund. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Chief Jason Horning requested approval of the Affiliation Agreement between the Greenfield Fire Territory and Rushville Community High School; to provide educational experiences to its students enrolled in its Emergency Medical Technician and Emergency Medical Responder courses. Robertson moved to approve, duly seconded by Locke. Motion carried *viva voce*.

POLICE DEPARTMENT:

Chief Brian Hartman requested approval to roll over (40) forty vacation hours for Brennan Watson and to be used no later than March 31st 2025. 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. Robertson moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Chief Brian Hartman requested approval to auction off the following (4) four police vehicles at an upcoming auto auction held by Kesler Schaefer Auto Auction in January or February of 2025. The money received from the auction is allocated back into the vehicle replacement fund. Robertson moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

2017	Black	Chevrolet Tahoe	VIN # 1GNSKDEC2HR341685	Mileage 94,741
2017	Black	Chevrolet Tahoe	VIN # 1GNSKDEC0HR341703	Mileage 111,465
2018	Black	Chevrolet Tahoe	VIN # 1GNSKDEC1JR316038	Mileage 109,445
2017	White	Ford F-150	VIN # 1FTEW1EF3HFC60330	Mileage 107,943

Chief Brian Hartman requested approval of the Service Agreement between Greenfield Police Department and Certified Firearms Solutions to destroy and dispose of approximately 425 guns. These guns, which are being held in their evidence vault, have been involved in cases that have been disposed of or closed, and the property has not been claimed. The Greenfield Police Department will receive \$10.00 per firearm that is destroyed and disposed of, and the money received will be deposited into their continuing education fund. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

INFORMATION TECHNOLOGY DEPARTMENT:

Rob Souchon requested approval for the Statement of Work Agreement with Insight for support hours for remote VMWare training with a cost of \$2,880.90. Funds are accounted for in their Professional Service fund and the funds will be encumbered into 2025. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Rob Souchon requested approval to purchase Juniper network switching equipment, support and services from Qubit Networks with a cost of \$71,722.65. The network switching equipment will replace existing network switching equipment that has reached end of life. The support will help to maintain the new equipment and provide technical support over a (5) five year period. The services will provide configuration, installation assistance and product knowledge transfer from Qubit support staff to the Department staff through this upgrade process. Funds from the Professional Services budget and IT equipment budget will be encumbered into 2025. Robertson moved to approve, duly seconded by Locke. Motion carried *viva voce*.

CDW-G/Sourcwell	\$229,750.17 (w/o \$4,500.00 worth of services)
Insight	\$104,091.53 (w/o \$4,500.00 worth of services)
	(No (5) five year support)

Rob Souchon requested approval to purchase Microsoft Office 365 Application renewal from Insight with an annual cost of \$36,567.86. Funds will be encumbered into 2025. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

ENGINEERING DEPARTMENT:

Glen Morrow requested approval for the Professional Services Agreement amendment #2 with Lochmueller Group for providing construction related services for the Riley Arts Trail with a cost of \$40,900.00. Locke moved to approve, duly seconded by Shelby. 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 August 1st – October 31th for the Waste Water Treatment Plant Improvements Project in the total amount of \$115,744.14. Shelby 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 #25 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of \$390,365.90 with a retainage of \$20,545.57 for a total payment for Application #25 of \$410,911.47. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

POWER AND LIGHT:

Scott Yost requested the bids received for the digger derrick truck be opened and read into record. The bids received were:

Altec Industries	\$336,385.00 - \$19,000.00 trade-in of a 2009 Altec digger derrick = \$317,385.00
City Utility Equipment	\$354,900.00 - \$8,000.00 trade-in of a 2009 Altec digger derrick = \$346,900.00
Altec Industries/Sourcewell	\$326,217.00 - \$19,000.00 trade-in of a 2009 Altec digger derrick = \$307,217.00

Scott Yost requested approval to table until the next BOW meeting. Locke 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 11:22 a.m., duly seconded by Locke. Motion carried *viva voce*.

Larry Breese declared the meeting adjourned and announced that the next meeting of the Board of Works will be held on Tuesday, December 23rd at 10:00 a.m.

Penny Lawyer
Deputy Clerk-Treasurer

Larry Breese
Presiding Officer

Lori Elmore
Clerk-Treasurer