

**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**December 23<sup>rd</sup>, 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 Dan Miller  
Tyler Rankins Scott Yost  
Nicholas Dezelan Charles Gill  
Dave Goodrich

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 December 10<sup>th</sup>, 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 Robertson. Motion carried *viva voce*.

Clerk-Treasurer Lori Elmore informed the Board that she will be submitting the End of Year Claims Docket for 2024 at the next BOW meeting.

Clerk-Treasurer Lori Elmore requested approval of the September 2024 Fund, Appropriation and Revenue reports. Robertson moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

**CITY ATTORNEY:**

Gregg Morelock requested approval for the Terms of Engagement for Legal Services with Barnes & Thornburg, LLP for non-adversarial advice and legal counsel regarding certain payments in lieu of taxes and related agreements being proposed by VITA of Greenfield, LLC and VITA of Greenfield IL, LLC. Shelby moved to approve, duly seconded by Breese. Motion carried *viva voce*.

Gregg Morelock requested approval for the Amended Perpetual Exclusive Utility Easement with Hancock County 4-H Club Agricultural Association, Inc. for an additional 10' of easement on the south side of Park Street. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

**PLANNING DEPARTMENT:**

Dan Miller requested approval of the revised Subdivision Agreement, the Maintenance Agreement and the Improvement surety as submitted for Brunson's Landing, Section 3; contingent upon the Clerk-Treasurer's receipt of the revised bond rider and the Clerk-Treasurer's office will hold onto the plat until receipt of the revised bond rider. Breese moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

**STREET DEPARTMENT:**

Tyler Rankins requested approval of the 2025 Material Bids which were received at the last meeting and would be used throughout the fiscal year 2025. Locke moved to approve, duly seconded by Breese. Motion carried *viva voce*.

*Brett Robertson informed the Board that J.L. Wesley Enterprises is one of his clients.*

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

Tyler Rankins requested approval for invoice #4 submitted from USI Consultants for professional services rendered November 1<sup>st</sup> – November 30<sup>th</sup> for the pedestrian bridge on McKenzie Street over Brandywine Creek in the amount of \$8,250.00. These consulting fees are being paid out of ARPA funds. Shelby moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

**POWER AND LIGHT:**

Scott Yost requested approval to purchase from Altec Industries, Inc. a 2026 digger derrick truck with Sourcewell pricing of \$307,217.00. Breese moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Scott Yost requested approval for Brady Baker to receive \$1,000.00 procurement officer stipend, effective December 21<sup>st</sup>. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval to hire Zach Kennedy to Apprentice Operator 1 at a probationary hourly rate of \$24.00, effective January 2<sup>nd</sup>. Robertson moved to approve, duly seconded by Locke.

Motion carried *viva voce*.

Nicholas Dezelan requested approval for the promotion of Alex Able to Apprentice Operator 2 with an hourly rate of \$27.57, effective January 4<sup>th</sup>. Alex has successfully completed his 1,000 hour milestone of our Wastewater Utility Apprenticeship Program. Breese moved to approve, duly seconded by Locke.

Motion carried *viva voce*.

Nicholas Dezelan requested approval for the promotion of Jimmy Connelly to Apprentice Operator 2 with an hourly rate of \$27.57, effective January 4<sup>th</sup>. Jimmy has successfully completed his 1,000 hour milestone of our Wastewater Utility Apprenticeship Program. Shelby moved to approve, duly seconded by Robertson.

Motion carried *viva voce*.

Nicholas Dezelan 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 \$6,000.00. Shelby moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc., and F.A. Wilhelm's Change Order #8 for the Wastewater Treatment Plant Improvements Project for additional items and labor with an increase cost of \$121,547.00 and a time extension of (43) forty-three days. The additional time required was due to the lid rework on manhole 113. This change would bring the new contract price to \$71,674,428.00 and a substantial completion date of January 3, 2025. Locke moved to approve, duly seconded by Breese. Motion carried *viva voce*.

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc., and F.A. Wilhelm's Change Order #9 for the Wastewater Treatment Plant Improvements Project for a boundary change of the closed City dump with an increase cost of \$30,364.00 for trash and debris removal. The boundary of the closed City dump was updated by IDEM after the Wastewater Treatment Plant was bid and awarded. The change of the boundary removed some areas, but added some additional areas to the project. This change would bring the new contract price to \$71,714,223.00 with no change in contract time. Robertson moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

**STORMWATER DEPARTMENT:**

Dan Miller requested approval of the Professional Service Agreement #4 with Wessler Engineering, Inc. for on-call services to review the complex drainage reports and storm water system projects that are submitted for development with a cost of \$23,000.00. The City of Greenfield will pay Wessler Engineering, Inc. for the work, but will in turn invoice the developer. There is no cost for this service to the City. Breese moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Dan Miller requested approval of the Professional Service Agreement Amendment #14 with Wessler Engineering, Inc. for the City's municipal separate storm sewer systems permit program with a cost of \$25,000.00. Locke moved to approve, duly seconded by Shelby. Motion carried *viva voce*.

**WATER DEPARTMENT:**

Charles Gill requested approval of the recommendation from Donohue and Associates, Inc. for the Partial Payment #6 to Brackney, Inc. for the Southside Water Improvements Project – Water Main Project in the amount of \$108,395.00 with a retainage of \$5,705.00 for a total payment for Application #6 of \$114,100.00. Shelby moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

Charles Gill requested approval for Change Order #2 with Brackney, Inc. to build improvements on Riley Avenue from Osage to just south of Mill Street with a decrease cost of \$10,400.00 for a revised contract price of \$2,464,025.00. These improvements were done in (2) two phases; to replace water service lines that contained lead or had galvanized service lines considered to be lead under the revisions of the Lead and Copper Rule. First the line from the main to the meter was replaced then from the meter to the home. The final phase has been completed. Charles Gill will bring the retainage part of this project to the next BOW meeting. Shelby moved to approve, duly seconded by Breese. 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 November 17<sup>th</sup> – December 14<sup>th</sup> for the Southside Water Improvements Project - Water Storage Tower Project in the amount of \$26,686.57. Robertson moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Charles Gill, with the recommendation of Donohue & Associates, Inc., requested approval to award Brackney, Inc. for the Southside Water Improvements Project Packet 3 – Morristown Pike with a cost of \$915,550.00; pending IFA/SRF approval. Shelby moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Dave Goodrich requested approval to purchase phone system upgrade services from Proactive Networking, Inc. with a not-to-exceed amount of \$22,500.00. The current server needs software upgrades and the IT staff will work alongside Proactive Networking's staff on this project. This collaboration of staffing, we believe will reduce the number of hours and overall cost to complete this project. Upon approval of this request, the funds from IT Professional Services budget line item will be encumbered to 2025 since the project cannot be completed in 2024. Robertson moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Dave Goodrich requested approval to purchase networking services from BridgeWire Communications for \$7,825.00 to upgrade our current networking router's firmware and ROS versions. This upgrade is necessary to maintain security within the networking hardware. Upon approval of this request, the funds from IT Professional Services budget line item will be encumbered to 2025 since the project cannot be completed in 2024. Shelby moved to approve, duly seconded by Robertson. Motion carried *viva voce*.

Dave Goodrich requested approval to purchase conduit installation from R. Chavez Construction for \$7,500.00 to be performed at the Riley Shelter House. The conduit will be used for communication to and from the Riley Shelter House facility. The conduit was not included in the original plans for the facility. Upon approval of this request, the funds from IT Professional Services budget line item will be encumbered to 2025 since the project cannot be completed in 2024. Breese moved to approve, duly seconded by Locke. Motion carried *viva voce*.

Dave Goodrich requested approval to roll over (3) three vacation days for Rob Souchon and to be used no later than March 31<sup>st</sup>, 2025. Locke moved to approve, duly seconded by Breese. Motion carried *viva voce*.

**MISCELLANEOUS ITEMS:** The Mayor thanked the Board Members, the City Attorney, Clerk-Treasurer and Department Heads for helping him along the way in his first year of being the Mayor and all their hard work.

**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 10:48 a.m., duly seconded by Locke. 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, January 14<sup>th</sup> at 10:00 a.m.

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Penny Lawyer  
Deputy Clerk-Treasurer

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Guy Titus, Mayor  
Presiding Officer

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Lori Elmore  
Clerk-Treasurer