**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**May 13th, 2025**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Guy Titus Kathy Locke Larry Breese Glenna Shelby

 Brent Robertson Rhonda Cook

Lori Elmore Penny Lawyer

Tyler Rankins Joanie Fitzwater Charles Gill Chief Brian Hartman

Chief Jason Horning Glen Morrow

Scott Yost Nicholas Dezelan

Rob Souchon Jane Webb

**APPRECIATION CERTIFICATES PRESENTED TO CITY EMPLOYEES FOR YEARS OF SERVICE OVER 25 YEARS**

Mayor Guy Titus recognized the following employees who have (25) twenty-five years or more of service with the City of Greenfield and presented them with a certificate of recognition.

 **Scott Evans, Wastewater (33) thirty-three years**

 **Robert Long, Wastewater (35) thirty-five years**

 **Mark Warren, Garage (30) thirty years**

**APPROVAL OF THE MINUTES**

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 22nd, 2025 duly seconded by Shelby.

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 requested approval of the February 2025 Fund, Appropriation and Revenue reports for the (22) twenty-two bank accounts that have been reconciled. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

**CITY ATTORNEY:**

Tyler Ridge with The Ridge Group provided a presentation to the Board of the proposed Downtown City Parking Garage Project. Locke moved to approve going forward with the project with The Ridge Group, duly seconded by Robertson. Motion carried viva voce.

**STREET DEPARTMENT:**

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

 **E & B Paving, LLC**

 **Valley Asphalt**

Tyler Rankins requested approval to return at the end of the meeting with a recommendation. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

Tyler Rankins requested approval for invoice #7 submitted from USI Consultants for professional services rendered February 1st – March 31st for the pedestrian bridge on McKenzie Street over Brandywine Creek in the amount of $1,000.00. These consulting fees are being paid out of ARPA funds. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Tyler Rankins requested approval to seek quotes for a new small dump truck. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Tyler Rankins requested approval for the promotion of Tim Boyk to Assistant Street Commissioner with an hourly rate of $37.50, effective May 10th. Locke 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.

Tyler Rankins returned at the end of the meeting and requested approval to award E & B Paving, LLC and Valley Asphalt for the 2025 asphalt material bid. Robertson moved to approve, duly seconded by Shelby. 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 Evergreen Estates, Section 3. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Joanie Fitzwater requested approval to hire Sam Hall to a part-time summer position with an hourly rate of $16.00 for the time period of June 2nd through July 25th. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill requested approval of Task Order No. 2-4 to Continuing Professional Services Agreement between the City of Greenfield and Peerless Midwest, Inc. for well maintenance and a replacement pump on Municipal Water Well 1-1 with a cost of $27,200.00 for the pump rebuild, well maintenance $21,870.00; and if additional days are needed to complete this process $3,480.00 per day. This was deemed an emergency purchase due to the well pump failing and is considered a critical pump located at the North Plant. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Charles Gill requested approval for the Central Sandblasting and Painting, Inc. Certificate of Substantial Completion with a substantial completion date of April 16th for the North Water Tower Project. Robertson moved to approve, duly seconded by Shelby. 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 2nd – April 12th for the Southside Water Improvements Project-Water Storage Tower Project in the amount of $24,884.12. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill requested approval to seek quotes for (2) two new replacement trucks. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

Charles Gill requested approval of Task Order No. 2-5 to Continuing Professional Services Agreement between the City of Greenfield and Peerless Midwest, Inc. for well maintenance on Municipal Water Well 2-2 with a cost of $21,870.00. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill requested approval of Task Order No. 2-6 to Continuing Professional Services Agreement between the City of Greenfield and Peerless Midwest, Inc. for well maintenance on Municipal Water Well 1-2 with a cost of $21,870.00. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill requested approval for the promotion of Austin Kinder to Distribution Operator E with an hourly rate of $28.86, effective May 17th. Austin has successfully completed his training period requirements of The Water Utility Apprenticeship Program. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval of the Hancock Well-Being @ Work Services Agreement between the Greenfield Police Department and Hancock Health for a comprehensive blood test; that provides personalized insights into an officer’s current health status and future risk, enabling targeted prevention strategies with a cost of $200.00 per person. The test is voluntary and funds are available in their HSI account. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the Materials and Information Handling Agreement between the Greenfield Police Department and The Wireless Alliance, LLC for the destruction of various electronics, including cellular phones and associated products. The items to be destroyed are items in their evidence vault that have been deemed by the Courts and/or their retention policy as items no longer needed. This agreement is on an as needed basis. Chief Brian Hartman request that the monetary payment made to the Police Department for these items be deposited in our Police Continuing Education Fund. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Chief Brian Hartman requested approval to hire Ian Copeland and James Young to Probationary Patrolman at a bi-weekly amount of $2,531.38, effective May 17th. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to purchase a 2025 Ram Promaster Cargo Tradesman 2500 cargo van for the swat team from Dellen Automotive Group with a cost $24,351.12. The swat team has several pieces of equipment that they use on various call outs and are in need of a vehicle to house all of this specialized equipment. Nick Dellen from Dellen Automotive Group has graciously offered to sell us the vehicle at cost, as well as, donate half of the cost of this vehicle. The overall purchase price of the vehicle is $49,702.25. After the generous donation from Nick Dellen our cost is $24,351.12. Funds are available in their new vehicle fund. Shelby moved to approve the purchase of the new vehicle and the acceptance of the donation from Dellen Automotive Group, duly seconded by Locke. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval for the resignations of Morgan Collins and Dylan Harsin, effective April 25th. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Jason Horning requested approval to seek quotes for a new fire engine through Sourcewell for Station 422. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**ENGINEERING DEPARTMENT:**

Glen Morrow requested approval to seek bids to hire a consultant for the proposed Downtown City Parking Garage Project. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Glen Morrow requested approval for the release for the Performance Bonds for Evergreen Estates, Section 2 to be replaced by the (3) three year Maintenance Bond due to the completion of the following:

 **Performance Bond #LICX1831156**

 **Performance Bond #LICX1983116**

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

Glen Morrow requested approval to seek quotes for a Rectangular Rapid Flashing Beacon system to be installed on N. Franklin Street in the vicinity of McBride Street. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Glen Morrow requested approval for Change Order #13 for the Riley Arts Trail to reconnect roof drains from the buildings along North Street to the existing storm structures with a cost of $9,726.29; with a new contract total of $4,089,135.50. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Glen Morrow requested approval to table the Inspection Agreements with Christopher B. Burke Engineering, LLC and The Etica Group, Inc. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval for the purchase of a 2024 Ford F-150 from Andy Mohr Ford with a cost of $40,975.53. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

**$49,729.00 - $9,000.00 trade-in of a 2017 Chevrolet Silverado 1500 w/VIN #56090**

Scott Yost requested approval of the Tri-State Forestry Services Service Agreement as part of the Greenfield Power and Light and the City’s emergency plan in case of an emergency event. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested the bids received for the new Wastewater Utility Truck be opened and read into record. The bids received were:

**Kelley Chevrolet $61,230.00**

**2025 Silverado 2500 Crew Cab $61,230.00 - $2,975.00 trade-in of a 2003 Ford F-150 w/VIN #53030**

**Or**

**2025 Silverado 2500 Crew Cab $61,230.00 - $7,250.00 trade-in of a 2015 F-250 w/VIN #52765**

**Hare Chevrolet $62,682.25**

**2025 Silverado 2500 Crew Cab $62,682.25 - $3,000.00 trade-in of a 2003 Ford F-150 w/VIN #53030**

**Or**

**2025 Silverado 2500 Crew Cab $62,682.25 - $9,000.00 trade-in of a 2015 Ford F-250 w/VIN #52765**

**\*Only (1) one vehicle will be traded in as part of this quote. The City will decide based on the total value of each vehicle.**

Nicholas Dezelan requested to table until the next BOW meeting. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

Nicholas Dezelan requested approval for the promotion of Zach Kennedy to Apprentice Operator I with an hourly rate of $26.00, effective April 26th. Zach has successfully completed the probationary period and is eligible for enrollment into the Wastewater Utility’s Apprenticeship Program. Robertson moved to approve, duly seconded by Locke. Motion carried viva voce.

Nicholas Dezelan requested approval for the promotion of Matt Turner to Apprentice Operator II with an hourly rate of $27.57, effective May 10th. Matt has successfully completed the 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 that has 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 $66,386.79. 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 #30 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $350,239.35 with a retainage of $18,433.65 for a total payment for Application #30 of $368,673.00. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Nicholas Dezelan provided the Board an update on the Waste Water Treatment Plant Improvements Project.

Nicholas Dezelan requested approval to advertise the Franklin Road Sanitary Sewer Extension and Water Main Extension Project for bid the schedule as presented. A special meeting will be advertised and held at City Hall to open bids for this project. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

 **1. First Advertisement May 21, 2025**

 **2. Second Advertisement May 28, 2025**

 **3. Pre-Bid Conference May 29, 2025**

 **4. Bid Opening June 4, 2025**

 **5. Engineers Recommendation and Award June 10, 2025**

Nicholas Dezelan requested approval of the Professional Service Agreement between the City of Greenfield and American Structurepoint, Inc., to conduct a survey along Davis Road heading west to Meridian Road, to find a solution to provide sanitary service to the area in the coming years; with a total lump sum of $178,900.00. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval of the Agreement for Mutual Provision of Assets between the City of Greenfield and NineStar Connect to enter into an easement access trade agreement for fiber communications access. NineStar Connect will provide (2) two fiber communication lines from the Pat Elmore Center to the Parks Maintenance Office in exchange for a (5) five foot non-exclusive easement access along the north side of the Pennsy Trail west of Meridian Road, Hancock County parcels 30-10-02-100-018.000-008 and 30-10-01-500-009.001-009. The easement access for fiber communications trade has been requested to enable the IT Department to extend the fiber network to the west side of Riley Park. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

**UTILITY COORDINATOR:**

Jane Webb requested approval of the 2024 Krohn & Associates Annual Financial Report for electric, water, wastewater and stormwater. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jane Webb requested approval to hire the following seasonal employees with an hourly rate of $17.00. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

 **Xavier Robinson Wastewater effective, May 14th**

 **Nora Gardner Stormwater effective, May 19th**

**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 11:54 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, May 27th 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