**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**September 9th, 2025**

**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

Ellen Kuker Glen Morrow Tyler Rankins Mitch Ripley

Nicholas Dezelan Charles Gill

Rob Souchon Chief Jason Horning

Absent: Kathy Locke

**APPRECIATION CERTIFICATES PRESENTED TO CITY EMPLOYEE(S) FOR YEARS OF SERVICE OVER 25 YEARS**

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

**Jimmy Griffith, Water (27) twenty-seven years**

**Greg Hall, Water (28) twenty-eight years**

**Danny Rhoades, Power & Light (31) thirty-one years**

**Guy Titus, Power & Light, Mayor (46) forty-six years**

Mayor Guy Titus called the BOW meeting to order for the purpose of conducting the business for the City of Greenfield, Indiana. Robertson moved to approve the minutes of August 26th, 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 August 2025 Payroll Allowance Docket as submitted. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Clerk-Treasurer Lori Elmore provided the Board an update on the employee contribution for the 2026 Medical Insurance. At the August 26th BOW meeting it had been approved the employee contribution would be a decrease of 1.6%, but after calculating the numbers it has been determined that the employee contribution will be a 1% decrease and the City would receive the .6% decrease.

Clerk-Treasurer Lori Elmore provided the Board an update on the 2024 Audit Engagement with State Board of Accounts that has been completed. The City did not receive a Supplemental Audit, which we were told by the auditors this was very unusual, meaning that all rules and regulations are being followed according to State Board of Accounts statues. Clerk-Treasurer Lori Elmore thanked everyone that was involved in the audit. The Mayor thanked Clerk-Treasurer Lori Elmore and her department for a job well done.

Clerk-Treasurer Lori Elmore informed the Board of the June 2025 Fund, Appropriation and Revenue reports that (21) twenty-one of the bank accounts have been reconciled and (1) one bank account is still pending. Clerk-Treasurer Lori Elmore will return at the next BOW meeting for approval.

**PARKS DEPARTMENT:**

Heather Condra representing Greenfield Main Street requested approval of the Memorandum of Understanding between the City of Greenfield and INDOT for the vinyl wrapping of (2) two electrical boxes owned by INDOT and the Memorandum of Understanding between the City of Greenfield and Greenfield Main Street for the vinyl wrapping of (9) nine electrical boxes owned by the City. Shelby moved to approve, duly seconded by Robertson. Motion carried viva voce.

**ENGINEERNG DEPARTMENT:**

Glen Morrow requested approval of the Professional Services Agreement with United Consulting for the appraisal services of the mixed use development with a not-to-exceed cost of $11,250.00. Breese moved to approve and to allow the city engineer to sign the agreement, duly seconded by Robertson. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested approval of the Community Crossings Matching Grant Change Order #1 with a cost of $23,757.21. The Change Order #1 is for the paving of Grove Street between Riley Avenue and Pennsylvania Street and will be paid 100% local due to the fact that INDOT does not participate in change orders involving the Community Crossings Matching Grant Program. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

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

**HUMAN RESOURCES:**

Mitch Ripley requested approval of the Mayor’s appointment to hire Kasey Napier to Animal Control Superintendent at an annual starting salary of $70,000.00, effective September 6th. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval of the recommendation from American Structurepoint, Inc. and Conexco, Inc. Change Order #4 for the Waterview lift Station Relocation Project. This covers the added scope of work for the additional stormwater improvements along Waterview Blvd. This replaces a failing storm line and inlets with a not-to-exceed amount of $40,000.00 with no change in contract time. Robertson moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested approval for the invoice from Kleinpeter Consulting Group, LLC for labor standards services related to the Waste Water Treatment Plant Improvements Project with a total amount of $5,850.00 through June 30th. 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 #34 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $152,268.37 with a retainage of $8,014.12 for a total payment for Application #34 of $160,282.49. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan provided the Board a detailed description of the funds being used to pay the Partial Payment Applications for the Franklin Street Sanitary Sewer and Water Main Project. Funds were paid out of the Wastewater Availability and Connection funds. The Water Utility paid out of the Water Depreciation fund.

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**WATER DEPARTMENT:**

Charles Gill requested approval for the invoices that have been submitted from Donohue and Associates, Inc. for engineering services rendered from July 27th – August 23rd for the Southside Water Improvements Project-Water Storage Tower Project in the amount of $25,606.71. Breese moved to approve, duly seconded by Robertson. Motion carried viva voce.

Charles Gill requested approval of the recommendation from Donohue and Associates, Inc. for the Partial Payment #4 to Brackney, Inc. for the Southside Water Improvements Project – Water Main Project in the amount of $108,376.00 with a retainage of $5,704.00 for a total payment for Application #4 of $114,080.00. Robertson moved to approve, duly seconded by Shelby. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval for the Agreement between the City of Greenfield and CivicPlus to redesign and host the [www.greenfieldin.org](http://www.greenfieldin.org) website, help to transition the website to [www.greenfieldin.gov](http://www.greenfieldin.gov) and refresh the City of Greenfield logo; with a cost of $35,015.01 for the first year and a recurring annual cost of $6,875.00 beginning the second year. Revize was the lowest bid, but required a (5) five year agreement whereas CivicPlus did not, and the evaluation Rob Souchon received for CivicPlus was more positive than the other vendor. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**Revize - $19,550.00 for 1st year w/a recurring annual cost of $4,300.00 w/a (5) five year agreement**

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval for Mark Warren to take a pool car for out-of-state travel to Lansing, MI September 21st – 26th for fire truck mechanic classes. The Fire Department will be paying for the training and providing the transportation and the City Garage will be paying for the lodging and per Diem expenses. 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 10:53 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, September 23rd 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