**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**December 12th 2023**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Chuck Fewell Kathy Locke Larry Breese Kelly McClarnon

 Glenna Shelby Gregg Morelock

Lori Elmore Penny Lawyer

Tyler Rankins Deputy Chief Chuck McMichael Chief Jason Horning Jason Koch

Rob Souchon Nicholas Dezelan

Scott Yost Charles Gill

Amanda Dehoney Jane Webb

Mayor Chuck Fewell 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 November 28th, 2023 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 McClarnon. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the November 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 September 2023 Fund, Appropriation and Revenue reports. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the October 2023 Fund, Appropriation and Revenue reports. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested the bids received for Fuel be opened and read into record. The bid received was:

 **Co-Alliance Cooperative**

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

Tyler Rankins requested the bids received for the 2024 Material bids be opened and read into record. The received bids were:

 **American Timber Bridge Crossroads Aggregate**

 **Mack Machinery Rentals Rieth-Riley Construction Company, Inc.**

 **Vail’s Concrete 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 of the Certificate of Burial Rights which were in circulation.

Tyler Rankins returned at the end of the meeting and requested approval to award Co-Alliance for the 2024 Fuel bid. Shelby moved to approve subject to the elimination of the state motor fuel excise tax from the bid amount, duly seconded by Breese. Motion carried viva voce.

**POLICE DEPARTMENT:**

Deputy Chief Chuck McMichael requested approval to purchase 176 tires from Best One Indy, formally known as, Riley Park Tire. These tires are being purchased at the State QPA price for a total of $29,879.92. Funds are available in their line item 222. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Deputy Chief Chuck McMichael requested approval to seek quotes for emergency equipment, gun vaults and radar units that will be placed into the new vehicles for 2024. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Deputy Chief Chuck McMichael requested permission to use LOIT funds for the purchase of (7) seven new vehicles to include emergency equipment and outfitting these vehicles with a not-to-exceed amount of $399,000.00, pending approval from the City Council. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval for the Public Safety Medical Service Agreement between the Greenfield Fire Territory and Ascension St. Vincent Public Safety Medical for the department’s 2024 physicals; with a management fee and exams cost of $29,331.75. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Jason Horning requested approval for the (1) one year Stryker Physio Pro Care Preventive Maintenance Agreement for patient cots, heart monitors and CPR machines with a cost of $15,564.46. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Jason Horning requested approval to add the $1,000.00 stipend for Logistics/Supply Purchaser for Firefighter Aaron Paul, effective December 9th. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

**ENGINEERING DEPARTMENT:**

Jason Koch requested approval of the release of the Performance Bond and Right of Way Bonds for Greenfield Valvoline - Valvoline, LLC, to be replaced by the (3) year Maintenance Bond due to the completion of the following. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

 **Sidewalk & ADA ramp Performance Bond #9376978**

 **Additional Right of Way work Performance Bond #1196297**

Jason Koch requested approval and to accept the (3) three Bills of Sale and Easements as presented and accept the sewer infrastructure into our assets. Once approved, Jason Koch will return the Bills of Sale and Easements to Olthof Homes who will record the documents with the County. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Jason Koch requested approval for the Professional Services Agreement Amendment #1 with Lochmueller Group for additional design costs for the Riley Literary Trail, with a cost of $68,000.00, for a not-to-exceed total of $468,900.00. Discussion was had. Locke moved to table until the next BOW meeting, duly seconded by McClarnon. Motion carried viva voce.

Gregg Morelock gave the Board an update on the Riley Park Shelter House Reconstruction Project.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to purchase Microsoft Office 365 Application Renewal from Insight with an annual cost of $29,227.10. Funds will be encumbered into 2024. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Rob Souchon requested approval of the Lease Agreement with Braden for a printer for the Planning, Engineering and Stormwater departments with a cost of $120.00 per month plus pages printed. The current Sharp printer is owned by the departments and is maintained by Sharp. The Sharp contract will be terminated upon approval of the Braden lease. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

 **Braden $120.00 per month plus pages printed**

 **Automated Business Solutions $177.00 per month plus pages printed**

Discussion was had about the City having all city printers under one contract.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from October 1st – October 31st for the Wastewater Treatment Plant Improvements Project in the total amount of $131,725.11. 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 #13 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $3,253,739.51 with a retainage of $171,249.45 for a total payment for Application #13 of $3,424,988.96. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Nicholas Dezelan requested approval of Commonwealth Engineers, Inc., and F.A. Wilhelm’s Change Order #4 for the Wastewater Plant Treatment Improvements Project with an increase cost of $374,182.00. The increase is due to various changes and additions throughout the project with no change in the contract time. This brings the updated new contract amount to $71,385,184.00. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval for the promotion of Stephen Fruth to Lineworker Class IV with an hourly rate of $39.02, effective December 9th. Stephen has successfully completed his training period requirements per the U.S. Department of Labor’s Bureau of Apprenticeship & Training Standards. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill requested approval of the full-time hire of Bryce Kirstein to Operations Assistant with an hourly rate of $23.03, effective December 4th. Charles Gill also requested approval for the promotion of Bryce Kirstein to Plant Operator F with an hourly rate of $24.07, effective December 23rd. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Charles Gill requested approval of the revised contract with Eurofins Eaton Analytical, LLC, for the UMCR 5 water samplings, with a cost of $2,160.00. Charles Gill also requested approval to allow the mayor to sign the revised contract. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill requested approval of Task Order #2-4 to continuing Professional Services Agreement, for Municipal Water Well 1-3, between the City of Greenfield and Peerless Midwest, Inc. with a not-to-exceed amount of $35,650.00. This amount includes the base scope of work with (4) four days of additional cleaning to be determined during the process. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Charles Gill requested approval of the buyback agreement for the Water Operator Apprenticeship Program. In the event that an applicant resigns or is terminated anytime during the first (5) five years of employment, the Apprentice Operator will repay the amount of expenses of the training and equipment provided during the first (5) five years of employment. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**ANIMAL MANAGEMENT:**

Amanda Dehoney requested approval to hire William (Shane) Dick to Animal Control Officer with an hourly rate of $24.54, effective December 16th with standby pay. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**UTILITY COORDINATOR:**

Jane Webb requested approval of the October Financials for electric, water, sewer, and storm water utilities. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Gregg Morelock gave the Board an update that the IURC approved of trading some territory with Duke Energy. The City of Greenfield acquired the territory where Animal Management is located. The City also acquired the territory on west U.S. 40 where the water and electric expansion will occur. In exchange, we transferred territory to Duke Energy that is located south of Davis Road and Morristown Pike. There will be a bill for payment of the equipment that Duke Energy already has that’s servicing the Animal Management Facility.

**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 11:17 a.m., duly seconded by McClarnon. Motion carried viva voce.

Mayor Chuck Fewell declared the meeting adjourned and announced that the next meeting of the Board of Works will be held on Wednesday, December 27th at 10:00 a.m.

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Penny Lawyer Chuck Fewell, Mayor

Deputy Clerk-Treasurer Presiding Officer

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Lori Elmore

Clerk-Treasurer