**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**January 9th 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 Penny Lawyer

Chief Brian Hartman Chief Jason Horning Tyler Rankins Jane Webb

Gregg Morelock performed the Oaths of Office swearing in of the Mayor and the Board of Works members.

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 27th, 2023 duly seconded by Breese.

Motion carried viva voce.

**CLERK-TREASURERS OFFICE:**

Clerk-Treasurer Lori Elmore requested approval of the End of Year Claims Docket for 2023 as submitted. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the December 2023 Payroll Allowance Docket as submitted. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval for the first round of Operational Proficiency pay increases in the amount of $1,000.00 for Susan Dillman, Penny Lawyer, Michelle Philips and Lori Elmore, effective December 23rd as approved by the City Council and confirmed in the 2024 Salary Ordinance. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the November 2023 Fund, Appropriation and Revenue reports for the (19) nineteen bank accounts that have been reconciled. Clerk-Treasurer confirmed that these reports are public documents with public access should anyone request to view them and the information contained in the documents is not confidential. Breese moved to approve, duly seconded by Locke.

 Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval for the Conflict of Interest form for Heather Short. Clerk-Treasurer confirmed this was an annual form. Locke moved to approve, duly seconded by Shelby.

Motion carried viva voce.

**CITY ATTORNEY:**

Gregg Morelock informed the Board that the Lease Agreement for the cell tower located at Fire Station #2 will expire in March and that he will be seeking lease proposals.

Gregg Morelock informed the Board that Reynolds Farm Equipment, Inc. was awarded to the highest bid for the 60D mini excavator at the last BOW meeting and that the vendor had (72) seventy-two hours to pay for the equipment; they failed to meet that criteria. Gregg Morelock requested approval to rescind the award to Reynolds Farm Equipment, Inc. and to award Caleb Osborne as the second highest bid of $26,100.00. Shelby moved to rescind the award to Reynolds Farm Equipment, Inc. for non-compliance and to award Caleb Osborne with the purchase of the 60D mini excavator, duly seconded by Locke. Motion carried viva voce.

**HUMAN RESOURCES:**

Mayor Guy Titus tabled the Legal Service Agreement until the next BOW meeting.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval for the resignation of Nicole Higham, effective December 28th. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval for the promotion of Maddie Clock to part-time Firefighter/Paramedic with an hourly rate of $20.00, effective January 20th. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Jason Horning requested approval of (3) three conditional Civilian Paramedics: Joshua Hensley, Breanna Ashby and Michael Griffith, each with an hourly rate of $24.00, effective February 3rd. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Jason Horning requested approval for the Intercept Service Agreement for the provision of Advanced Life Support services, with the Shirley Fire Department. Discussion was held. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**STREET DEPARTMENT:**

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

**PLANNING DEPARTMENT:**

Gregg Morelock requested approval to table the Art District Proposal until the next BOW meeting. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**UTILITY COORDINATOR:**

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

Jane Webb requested approval for Contract Amendment #1 between the City of Greenfield and USIC Locating Services, LLC. Effective January 1, 2024, electric will be added as an additional area serviced by USIC. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Jane Webb requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from November 1st – November 30th for the Waste Water Treatment Plant Improvements Project in the total amount of $44,055.26. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jane Webb requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #14 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $4,390,033.05 with a retainage of $231,054.37 for a total payment for Application #14 of $4,621,087.42. Locke moved to approve, duly seconded by Breese. 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 10:28 a.m., duly seconded by Breese. Motion carried viva voce.

The next meeting of the Board of Works will be held on Tuesday, January 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