

BOARD OF WORKS AND PUBLIC SAFETY

MARCH 9, 2011

4:00 P.M.

10 SOUTH STATE STREET

COUNCIL CHAMBERS, ROOM 127

PRESENT:	Joe Duffy	Chief Jester
	Ron Nichter	Greg Niece
	Brad DeReamer	Nick Riedman
	Gregg Morelock	Joanie Fitzwater
	Larry J. Breese	Chief Roberts
	Mike Fruth	Brian Hartman

APPROVAL OF MINUTES:

Nichter moved to approve the February 23, 2011 meeting minutes as circulated and presented, seconded by DeReamer. Motion carried *viva voce*.

CLERK-TREASURER'S OFFICE:

Clerk-Treasurer, Breese presented the Claim / Vouchers for approval as presented within the Claim Docket. Nichter moved to approve the Claims as presented, seconded by DeReamer. Motion carried *viva voce*.

POLICE DEPARTMENT:

Chief Jester presented request that Jeff McCoy be given a pay raise of \$0.50 an hour. Currently Mr. McCoy makes \$16.36 an hour and the increase if approved would increase him to \$18.68 an hour, effective March 19, 2011. Nichter moved to approve the raise as requested, seconded by DeReamer. Motion carried *viva voce*.

STREET / CEMETERY DEPARTMENT:

Greg Niece presented the Park Cemetery Deeds for approval. Nichter moved to approve the Park Cemetery Deeds as presented, seconded by DeReamer. Motion carried *viva voce*.

Greg Niece requested permission to solicit quotes to purchase a Milling Head for existing Bobcat Tractor. Nichter moved to approve this request as presented, seconded by DeReamer. Motion carried *viva voce*.

Greg Niece requested that Anthony Harlow be promoted from Truck Driver to Senior Equipment Operator with pay increase to \$19.00 per hour, effective March 5, 2011. Nichter moved to approve the promotion of Anthony Harlow to this position and effective pay for pay period beginning March 5, 2011, seconded by DeReamer. Motion carried *viva voce*.

INFORMATION TECHNOLOGY DEPARTMENT:

Nick Riedman requested that quotes received for a new vehicle be opened and read into public record at this time. Attorney, Morelock opened the three quotes from the following vendors;

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1. Inskip Ford	Total \$29,461.00
2. Capital City Ford	Total \$29,210.35
3. Don Hinds Ford, Inc.	Total \$29,235.35

DeReamer asked that quotes be tabled to allow time for review and asked Mr. Riedman to check and make sure they all provided per specifications including service manuals.

PLANNING DEPARTMENT:

Joanie Fitzwater presented as requested a timeline from Mr. Shelton in regards to property located at 1102 W. 7th Street. Nichter thanked Ms. Fitzwater and Mr. Shelton for accomplishing this task of a timeline on when work would be completed on the structure.

Joanie Fitzwater presented request for encroachment into a Utility/Drainage easement for the purpose of constructing a fence for Larry Edwards at Lot 113 Indigo Springs / 937 Streamside Drive. Staff has reviewed the application and has determined that the encroachment will not adversely affect the use of the easement. Therefore, it is recommended that the Encroachment Agreement be approved as submitted. Nichter moved to approve as presented, seconded by DeReamer. Motion carried *viva voce*.

Joanie Fitzwater presented a proposal for the Weekend Subdivision and Open House Directional Sign Resolution to allow real estate open house signs a time frame that is equitable to the weekend builder signs instead of just one hour before and after the event, and to correct the allowed size of these signs to the standard actual. Nichter asked if this board needed to approve these changes. Attorney Morelock stated this would be a recommendation to Common Council that the Board of Works and Public Safety has reviewed these changes and recommend that Common Council approve as presented. No further action need at this time as the Resolution will be presented to Common Council later this night.

Joanie Fitzwater presented for review by the Board of Works and Public Safety an Agreement between Westport Homes, Inc., and the City of Greenfield for the Sawmill Subdivision concerning offsite drainage improvements. Ms. Fitzwater presented a memo outlining the past history of the original agreement and timeline with discussions with the owners of the property to complete this project. Nichter asked that the Board of Works and Public Safety be given until next meeting to review and study before acting on the agreement as presented.

FIRE DEPARTMENT:

Chief Roberts requested approval for Brian Burkhardt to drive a Department vehicle to Emmitsburg, Maryland for training at National Fire Academy. Nichter moved to approve this request as presented, seconded by DeReamer. Motion carried *viva voce*.

ENGINEERING DEPARTMENT:

Mike Fruth presented an Agreement to Provide Services with Hannum, Wagle & Cline Engineering and the City of Greenfield. Exhibit "A" Scope of Services would be for Weston Village Stormwater Study within a 12 week completion after receiving notice to proceed and shall be compensated a total lump sum of \$5,600.00 for Survey and \$16,500.00 for Stormwater Study. Nichter moved to approve the agreement along with Exhibit "A" as presented, seconded by DeReamer. Motion carried *viva voce*.

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Mike Fruth informed board members that he was looking into the possibility of removing a privacy fence and replacing with chain link fence securing property owned by the City of Greenfield along Potts Ditch just North of North Street to offer better site of the property so city workers could remove trash from the area so not to get into Potts Ditch and back up the flow of water. Hopefully will be prepared for the next meeting to request receiving quotes for this project.

WATER & WASTEWATER UTILITY DEPARTMENT:

David Scheiter requested permission to obtain quotes for the installation of a water line on Windswept Road to service homes that have already been provided with sewer service and install both water and sewer lines to serve homeowners on North Apple Street, North of McClarnon Drive and a few homes on East New Road, just East of Apple Street. Nichter moved to approve this request as presented, seconded by DeReamer. Motion carried *viva voce*.

MISCELLANEOUS BUSINESS:

Nick Riedman, IT Director returned after reviewing the quotes for new vehicle and talking to Capital City Ford and Don Hinds Ford to ask if their quotes also included Service manuals as was part of the overall specifications as sent out when requesting a quote and both stated they had not included the manuals as part of their pricing. With this information Mr. Riedman recommended awarding the purchase of a 2011 Ford Explorer XLT 4X4 to Inskeep Ford in the amount of \$29,461.00 as the best and most responsive quote. Nichter moved to approve the purchase of vehicle as specified and recommended to Inskeep Ford as quoted, seconded by DeReamer. Motion carried *viva voce*.

DeReamer asked Attorney, Morelock to review Contract Agreement with E & B Paving for paving of several lots owned by the city, which were to be completed in 2010 and now they state it could be as late as mid may before the work could be completed. DeReamer asked upon reviewing the contract the city would like to terminate the contract if possible and award the project to another contractor so the work could be completed in a timelier manner.

Nichter questioned the cleaning of debris from the catch basins around the city so to allow for better flow and possible less flooding. David Scheiter commented that his departments along with Street Department do the best they can to keep the catch basins clean from debris.

ADJOURNMENT:

There being no further business to be brought before the Greenfield Board of Works and Public Safety, Nichter moved to adjourn the meeting at 4:30 p.m., seconded by DeReamer. Motion carried *viva voce*.

Larry J. Breese, IAMC, MMC

Clerk-Treasurer

Joe Duffy, Chairman

Presiding officer