**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**March 14th 2023**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Mayor Chuck Fewell Kathy Locke Kelly McClarnon Glenna Shelby

Gregg Morelock Lori Elmore

Penny Lawyer Tyler Rankins

Chief Brain Hartman Joanie Fitzwater Nicholas Dezelan Scott Yost

Chief Jason Horning Gregg Morelock

Attending by Zoom: Larry Breese

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 February 23rd, 2023 duly seconded by Shelby.

Motion carried viva voce.

**CLERK-TREASURERS OFFICE:**

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

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

Clerk-Treasurer Lori Elmore requested approval for an increase for Michelle Phillips with an hourly rate of $31.87, effective March 4th. Michelle has successfully completed her one (1) year anniversary and is doing an outstanding job. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**CITY ATTORNEY:**

Gregg Morelock requested approval to table the Professional Services Agreement for the Shelter House Forensics and Redesign Project. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

**HUMAN RESOURCES:**

Mitch Ripley requested approval to hire Lilly Richmond to assist with the Park Department’s summer hiring program, as long as needed, with an hourly rate of $15.00, effective March 4th. Lilly is currently employed part-time with the Park Department and will continue performing those job responsibilities. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval of the time driven promotion for Officer Zachary Marcum to Senior Patrolman. Zachary is currently a Detective and will remain a Detective. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Brian Hartman requested approval of the time driven promotion for 2nd Class Patrolman Jacob Verble to 1st Class Patrolman at a bi-weekly amount of $2,557.54, effective March 18th. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Brian Hartman requested approval of the time driven promotion for Probationary Patrolman Anthony Butz to 2nd Class Patrolman at a bi-weekly amount of $2,488.74, effective March 18th. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to purchase four (4) Chevy Traverses from Kelley Chevrolet, LLC, who was awarded the state bid price, for a grand total of $139,400.00. One (1) vehicle to replace a totaled vehicle, one (1) new vehicle purchase from Ordinance 2021-06 from LOIT and two (2) vehicles for the 2023 fiscal year vehicle purchase list accounted for in their replacement fund. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Brian Hartman requested approval to purchase 35 (thirty-five) laptop computers, vehicle power supply units and vehicle cradles from BAYCOM, which is a GSA contractor, for a grand total of $103,285.00; condition upon Council approval of the LOIT appropriation. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval of the resignation of Damon Mack from a career Firefighter position, effective April 2nd; and approval to make Damon a part-time Firefighter/Medic with an hourly rate of $20.00. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Jason Horning requested approval to hire Max Hellman as a lateral transfer Private at a bi-weekly amount of $2,396.57, effective April 1st. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning requested approval to accept the Certificate of Substantial Completion for the Emergency Vehicle Pre-emption Project and authorize the Mayor to sign the substantial completion form. The three (3) year warranty period for the work will start on March 12th. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Jason Horning requested the bids received for the truck be opened and read into record. The bid received was:

**Kelley Chevrolet $44,030.00 w/trade-in of a 2007 Chevy Silverado for $3,400.00 = $40,630.00 \*MSRP pricing**

Chief Jason Horning requested to return later in the meeting with a recommendation for approval. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Jason Horning returned at the end of the meeting and requested approval to award Kelley Chevrolet for the 2023 Chevy Tahoe. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill requested approval of the Continuing Professional Services Agreement Task Order #11 between the City of Greenfield and Donohue for the right of way and easements on Davis Road to North Morristown Pike for the Southside Water Improvements Project with a not-to-exceed cost of $202,000.00; to be completed within (20) twenty weeks after execution of the task order. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Charles Gill requested approval of the Continuing Professional Services Agreement Task Order 2-2 between the City of Greenfield and Peerless Midwest, Inc. for the well cleaning and service of Municipal Water Well 1-2 with a cost of $21,730.00. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Charles Gill requested approval to authorize the surplus sale of scrap materials from various replacement and improvement projects including old fire hydrants that have been removed from the system and are no longer usable by the Utility. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Charles Gill informed the Board that a statewide tornado drill is to be performed today.

**PLANNING DEPARTMENT:**

Joanie Fitzwater requested approval of the Secondary plats, the Subdivision Agreement and the Improvement surety as submitted for the Brandywine Community Church Subdivision; and the request to allow development of the public improvements to be completed by August 31st, 2024. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Joanie Fitzwater requested approval of Change Order #2 with JKES, Inc. d/b/a Smith Projects for the SR 9 Gateway Project, for a redesign of the light fixture placement of the beacons and the banner arms for the banner poles, with an increase cost of $17,804.80 for a revised not-to-exceed total of $1,633,070.25 with no changes in the completion date. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Joanie Fitzwater requested approval of the promotion for Donna Butler to Associate Planner with an hourly rate of $30.25, effective December 24th, 2022. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**STREET DEPARTMENT:**

Tim Boyk requested approval to award Midwest Paving, LLC for the Community Crossings Matching Grant Project in the lump sum, not-to-exceed amount of $1,511,677.10 with a substantial completion date of November 1st and a final completion date of December 18th. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**2023-CCMG Project List**

Route Name From To

Blue Road McClarnon Drive New Road

McClarnon Drive Broadway Street 1,380’ east of Broadway Street

Apple Street McKenzie Road New Road

Jaycie Phelps Drive US 40/Main Street McKenzie Road

McKenzie Road 240’ west of SR 9 130’ west of SR 9

Broadway Street 7th Street McKenzie Road

Riverview Drive Lake View Drive Waterview Boulevard

Streamside Drive Runnymede Drive Breakwater Drive

Atir Lane Mill Run Boulevard Jasmine Drive

Mill Run Boulevard Mill Run Boulevard Jasmine Drive

Tim Boyk requested permission to seek quotes for flower endowments for the cemetery. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

Tim Boyk requested permission to seek quotes for weed trimming for the cemetery. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Tim Boyk requested approval of the Certificate of Burial Rights which were in circulation.

Tim Boyk requested approval of the resignation for Dakota Wable, effective March 17th. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**UTILITY COORDINATOR:**

Jane Webb requested approval of the 2022 Crowe Audit for Power and Light Engagement Letter, along with Exhibit A, IMPA’s letter stating they would pay anything in excess of State Board of Account’s audit fee of $9,600.00. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

Jane Webb provided the Board with the January Financials for electric, water, wastewater and storm water for their review and will return at a later meeting with a 1st Quarter Tracker for approval.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to purchase from Insight additional licenses and tokens for the RSA’s Security ID Plus Multifactor Authentication Application with a cost of $5,705.74. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

Rob Souchon requested approval to purchase a (3) three year VMware support and subscription software renewal from Insight with a cost of $18,594.34. Additional quotes received as below.

McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**CDW-G $10,947.05 for 1 year**

**Insight $6,787.00 for 1 year**

**IT Savvy $6,797.20 for 1 year**

**IT Savvy $19,269.47 for 3 years**

Rob Souchon requested approval to purchase fiber and mounting hardware for the fiber run to the hospital tower from Millennium with a cost of $17,419.30. Additional quotes received as below. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**Galloway Group $34,485.71**

Rob Souchon requested approval to purchase a replacement ID card printer and supplies from IDentiphoto with a cost of $3,290.41. Additional quotes received as below. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**CDW-G $4,047.27**

**Zebra $4,783.00**

**POWER AND LIGHT:**

Scott Yost requested approval of the resignation of L. Steve Libby, effective March 31st. Steve has been with the City for over (27) twenty-seven years and has been a great asset to Greenfield Power and Light. The Board thanked Steve for his years of service with the City. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Scott Yost requested approval of the Pole Attachment License Agreement between the City of Greenfield and Hancock County Commissioners for the attachment of cameras on all (4) four corners of the Courthouse requested by the 911 Center. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Scott Yost requested approval to purchase (3) three 2023 Ford F150 trucks with a total cost of $158,454.00, less the trade-in value of (3) 2015 Chevy Silverado trucks in the amount of $57,900.00. The total cost to purchase the (3) three new 2023 trucks from Andy Mohr Ford, Inc. would be $100,554.00. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**$53,285.75 w/trade-in of a 2015 Chevy Silverado for $20,300.00 = $32,985.75**

**$52,238.75 w/trade-in of a 2015 Chevy Silverado for $17,800.00 = $34,438.75**

**$52,925.75 w/trade-in of a 2015 Chevy Silverado for $19,800.00 = $33,125.75**

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested the proposals received for the Disinfection Chemicals be opened and read into record. The bids received were:

**Brenntag Sodium Bisulfite at $2.89/gallon**

**Sodium Hypochlorite at $3.11/gallon \*6 month pricing**

**Sodium Hypochlorite at $3.46/gallon \*1 year pricing**

**PVC Chemicals, Inc. Sodium Hypochlorite at $2.90/gallon**

**Sodium Bisulfite at $3.63/gallon**

Nicholas Dezelan requested to table the proposals and return at the next BOW meeting with a recommendation for approval. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #4 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $2,516,531.99 with a retainage of $132,449.05 for a total payment for Application #4 of $2,648,981.04. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

Nicholas Dezelan requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from February 1st – 28th for the Waste Water Treatment Plant Improvements Project in the total amount of $144,311.02. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**MISCELLANEOUS ITEMS:**

**ADJOURNMENT:**

There being no further business to be brought before the Greenfield Board of Public Works and Safety,

Locke moved to adjourn the meeting at 11:07 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 Tuesday, March 28th at 10:00 a.m.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Penny Lawyer Chuck Fewell, Mayor

Deputy Clerk-Treasurer Presiding Officer

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lori Elmore

Clerk-Treasurer