**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**May 9th 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 Jason Koch Chief Brain Hartman

Rob Souchon Tyler Rankins

Joanie Fitzwater Chief Jason Horning

Caleb Osborne Scott Yost Nicholas Dezelan

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 April 25th, 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 Locke. Motion carried viva voce.

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

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

Clerk-Treasurer Lori Elmore requested approval of the Conflict of Interest from Dale Diefenderfer. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**CITY ATTORNEY:**

Gregg Morelock requested approval of the (5) five year Naming Rights Agreement between The City of Greenfield, Greenfield Parks and Recreation Board and Greenfield Banking Company for certain naming rights associated with the overarching infrastructure surrounding the performance stage location within the Depot Street Park. On or before January 31st of each year of the term of this Agreement, except for year one, the sum set forth below shall be paid upon execution of the Agreement. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

**Year One $12,500.00**

**Year Two $13,000.00**

**Year Three $13,500.00**

**Year Four $14,000.00**

**Year Five $14,500.00**

**ENGINEERING DEPARTMENT:**

Jason Koch requested approval of the Smith Projects Change Order #3 (final) for the SR 9 Gateway project with an increase in cost of $28,125.80 for a revised not-to-exceed total of $1,661,196.05 with (57) fifty-seven days added to the completion dates to reflect the actual schedule; Jason Koch requested approval to allow the Mayor to sign the substantial completion form dated December 27th, 2022, which will begin the three (3) year warranty period for the project. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Jason Koch requested approval of the Community Crossings Matching Grant Agreement between the City of Greenfield and INDOT. Once approved by the Board, Jason Koch will sign the Agreement on the Board’s behalf.

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

**2023-CCMG Project List – Phase 2**

**Street Segment From To**

Davis Road Franklin Street SR 9

Bumblebee Court Orphan Annie Drive Cul-de-sac

Bumblebee Way Orphan Annie Drive Orphan Annie Drive

Punkin Court Orphan Annie Drive Cul-de-sac

Sweetheart Court Orphan Annie Drive Cul-de-sac

Pixy Court Orphan Annie Drive Cul-de-sac

Orphan Annie Drive Hidden Glen Drive Davis Road

Riverview Drive Waterview Boulevard McKenzie Road

Rosemary Circle Jasmine Drive Cul-de-sac

Locke inquired about the Pacer rating system that the City uses to determine which streets ordered for repairs may be repaired. Tyler Rankins stated he will provide this information to the members of the Board.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval to bring Jerami Summers and Matthew Holland back to the Greenfield Police Department as Reserve Officers, effective May 9th. Both Officer Summers and Officer Holland still have the required credentials and arrest powers in the State of Indiana. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to purchase camera recording licenses from Security Automation Systems for the Animal Management Facility with a cost of $3,808.00. Licensing will allow the cameras to be recorded on the server and give IT support with recording software. Rob informed the Board he only obtained (1) one quote due to Security Automation Systems being the biggest distributor in Indiana and offering the biggest discount. Funds are available from the Bond for the facility. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested approval of the invoice from Truck Country of Indiana for the upgrade to the electronic controls, on their newest Freightliner, with a cost of $6,671.00. The original controls specified in our bid are now obsolete so this is our best option. As this item will come from Sourcewell, no competitive bid is required.

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

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

**PLANNING DEPARTMENT:**

Joanie Fitzwater requested approval of the Advanced Restoration Change Order 004, Division 5 and 6 to allow for the extension of the substantial completion date to April 28th caused by weather delays. She also asked for the approval of the Substantial Completion Certificate for the project.. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Joanie Fitzwater requested approval for the reassignment of Evan Beaty to Associate Planner at an hourly pay rate of $30.25, effective May 13th. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval of the resignations of part-time Firefighters Aaron Davis, Logan Cicenas and Brandon Arbuckle, effective May 9th. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**WATER DEPARTMENT:**

Caleb Osborne requested approval of Task Order #3-1 with a continuing Professional Services Agreement between the City of Greenfield and Peerless Midwest, Inc. to provide all parts, materials, testing, analysis and labor for well drilling as outlined in the scope services below. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**Scope of service item 1 and 2: Not-to-exceed $100,000.00**

**Scope of service item 3: Not-to-exceed $270,000.00**

**Scope of service item 4: Not-to-exceed $100,000.00**

Caleb Osborne requested approval to award the Sourcewell quote from MacAllister for a Caterpillar 308 Mini Excavator with quick attachment capability including attachments with a cost of $159,357.21. Breese moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Caleb Osborne requested approval to seek quotes for a replacement mower. Funds are available in their Depreciation account. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval to seek quotes for the sale of scrapped wire and other materials. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Scott Yost requested approval for the recommendation from IMPA Service Corp (ISC) to award SEL, Inc. the contract for the Elmore Substation relay upgrades with a cost of $30,000.00. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Scott Yost requested approval of Stover Excavation, Inc. Change Order #1 for the Riley Literary Trail Project with an increase in cost of $21,900.00 for a revised contract total of $110,470.00. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Scott Yost requested approval for Cody Richey, J.D. Silvey, Jordan Osswald and himself to attend the 2023 TVPPA Lineman Rodeo travel in Clarksville, TN on June 1st to June 4th with a cost not-to-exceed of $2,974.24; and requested use of (2) two City vehicles for the trip. Funds have been accounted for in their budget. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval of the Right of Entry Agreement between the City of Greenfield, the Greenfield Wastewater Utility and the Hancock County 4-H Club Agricultural Association, Inc. for conducting soil borings deemed necessary for the determination of the feasibility to construct certain wastewater facilities. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested approval to award the agreement to Waste Management of Indiana, LLC for the disposal of bio-solids with a monthly cost of $12,977.80. Gregg Morelock requested that Waste Management add a stipulation to the agreement that any annual increase after the initial year would be capped at 10% for all charges combined. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Additional bids were received and they included the following:

**Waste Management of Indiana, LLC $12,977.80/Monthly/20 Exchanges**

**Best Way Disposal $14,000.00/Monthly/20 Exchanges**

**Republic Services $13,880.64/Monthly/20 Exchanges**

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #6 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $4,428,349.29 with a retainage in the amount of $233,071.02 for a total payment due for Application #6 in the amount of $4,661.420.31.

Shelby 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 March 1st – April 30th for the Waste Water Treatment Plant Improvements Project in the total amount of $99,186.10. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

**MISCELLANEOUS ITEMS:** The Mayor welcomed Shelly Swift who has been assigned by the Greenfield Daily Reporter to cover the Board of Works and Council meetings.

**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 10:37 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, May 23rd 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