**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**September 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 Chief Brain Hartman Tyler Rankins Charles Gill Rob Souchon

Nicholas Dezelan Jason Koch

Amanda Dehoney Chief Jason Horning

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 August 22nd, 2023 duly seconded by McClarnon.

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 August 2023 Payroll Allowance Docket as submitted. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

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

Clerk-Treasurer Lori Elmore requested approval of the annual renewal of Doc E Serve with Boyce Systems with a cost of $2,475.00. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the AIM Medical Group Benefit Plan for 2024 which includes the following:

 **AIM Medical Trust – using United Health Care as our carrier.**

 **Renew PPO – Plan 5**

**Renew HSA – High Deductible – Plan 7**

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

**Delta Dental Plan – renew dental plan, Option 2**

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

**Vision Plan - renew vision plan, VSP, Option 1**

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

**Basic Life Insurance – renew insurance plan, The Standard, Option 1**

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

 **Approve the Employee’s premium contributions which have been amended for 2024**

 **PPO Plan, Option 5 will be 6%**

 **HSA Plan, Option 7 will be 3.5%**

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

 **Plan Administration for the Employee Health Benefits remain in the Office of the Clerk Treasurer**

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

**CITY ATTORNEY:**

Gregg Morelock requested approval of the MOU between the City of Greenfield and the Hancock County Veterans Organizations concerning Veterans Park located at the intersection of Davis Road and SR 9. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval to hire Jackson Sample as a Probationary Patrolman at a bi-weekly amount of $2,377.54, effective September 16th. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to purchase a new speed trailer from All Traffic Solutions, Inc., through Sourcewell, under government pricing, with a cost of $17,500.97. Funds are available in their budget. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval to move forward with the termination process for Nichole Gilbert. Locke moved to allow Mr. Morelock to direct the statutory notice to Nichole Gilbert, duly seconded by Shelby. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested approval of standby pay for Jonathon Kmitta and John Eastridge, effective immediately. Both have their CDL and are eligible for standby pay. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

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

**WATER DEPARTMENT:**

Charles Gill requested approval to reject the quote for a trailer from Ditch Witch Midwest with a cost of $35,995.00 and to re-solicit quotes for a trailer. The quote did not include a required specification; instead it was listed as an add-on and not included in the final quote price. Four vendors were contacted to submit a quote, but only received the (1) one quote. Shelby moved to reject the quote as requested and to re-solicit quotes for the trailer, duly seconded by McClarnon. Motion carried viva voce.

Charles Gill requested the bids received for the Southside Water Improvement Project Packets 1 & 2 be opened and read into read. The bids received were:

  **Project #1 - Southside Water Storage Tower and Tower Improvements**

**Landmark Structures 1, LP $9,774,000.00**

**Phoenix Fabricators and Erectors, LLC $8,950,000.00**

 **Project #2 -Southside Water Storage Tower and Water Main Improvements**

 **Dave O’Mara Contractor, Inc. $2,261,710.00**

 **Brackney, Inc. $2,191.650.00**

 **Johnson’s Hauling & Excavating, LLC $2,752,000.00 (Cashier’s Check - $137,600.00)**

**JKES, Inc. dba Smith Projects $2,316,113.00**

Charles Gill requested approval to table until the next BOW meeting. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to award the purchase of Professional Services for VMware upgrade to Insight with a cost of $12,436.00. IT savvy has the lowest bid, but their quote is based on estimated hours, whereas Insight is a flat rate. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

 **Insight $12,436.00**

 **IT savvy $11,490.00**

 **Zones, LLC $21,700.00**

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from July 1st – July 31st for the Waste Water Treatment Plant Improvements Project in the total amount of $49,805.93. McClarnon 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 #10 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $2,400,776.31 with a retainage of $126,356.65 for a total payment due of $2,527,132.96. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Nicholas Dezelan requested approval to table the Waste Water Treatment Plant Laboratory Equipment RFP until the next BOW meeting. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested approval for the Commonwealth Engineering, Inc. Professional Services Agreement Amendment #7, for additional Construction Engineering and Inspection Services for the construction phase of the Waste Water Treatment Plant Improvements Project with a total not-to-exceed amount of $275,000.00; with a new contract total of $4,932,200.00 with no change to the contract end date. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**ENGINEERING DEPARTMENT:**

Jason Koch requested approval for the Economic Development Project Agreement between the City of Greenfield and Shear GF1, LLC. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Jason Koch requested approval for the Professional Services Agreement between the City of Greenfield and DB Engineering, for design work of the location on the southwest corner of the Animal Management/New Water Tower parcel on Franklin Street for a citywide stockpile operations, with a not-to-exceed amount of $31,100.00. Morelock moved to approve the contract with DB Engineering with a contract yet to come, duly seconded by Shelby. Motion carried viva voce.

**ANIMAL MANAGEMENT:**

Amanda Dehoney requested approval to hire Alexis Warren full-time as Animal Control Officer with an hourly rate of $24.54, effective September 16th with standby pay. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

Amanda Dehoney requested approval to hire Lisa Cupp part-time as Shelter Assistant with an hourly rate of $15.00, effective September 16th. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Amanda Dehoney requested approval for the resignation of John Templeton, effective August 23rd. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval of the revised job description for a Fire Prevention Specialist. *This position will be on the 2024 Salary Ordinance*. Locke moved to approve, duly seconded by McClarnon.

Motion carried viva voce.

Chief Jason Horning requested the bids received for the rescue equipment be opened and read into record. The bids received were.

 **Hoosier Fire Equipment, Inc. $13,986.00**

 **MacQueen Emergency $18,739.51**

 **Dinges Partners Group, LLC $18,738.20**

Chief Jason Horning requested approval to table until the next BOW meeting. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning requested the bids received for the rescue equipment be opened and read into record.

The bids received were:

 **BGI Fitness Commercial $9,579.12 (includes freight & installation)**

 **G & G Fitness Equipment $7,700.91 (includes freight & installation)**

Chief Jason Horning requested approval to table until the next BOW meeting. Funds are available in their equipment replacement fund. McClarnon 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 10:53 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, September 26th 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