**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**January 24th, 2022**

**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 Gregg Morelock Chief Brian Hartman

Tyler Rankins Jason Koch

Joanie Fitzwater Chief Jason Horning

Jane Webb Scott Yost Charles Gill Nicholas Dezelan

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. Shelby moved to approve the minutes of January 10th, 2023, duly seconded by Locke. Motion carried viva voce.

**CLERK-TREASURER’S OFFICE:**

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

Clerk-Treasurer Lori Elmore requested approval of the (4) four Conflict of Interest forms. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the 2023 PTO Buyback in the amount of $29,790.22. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the contract with Lincoln Life. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

**CITY ATTONEY:**

Gregg Morelock requested approval that the remaining (7) seven old council chairs be donated to the Town of Knightstown. Several City departments had requested the old chairs and they have received them. Gregg stated in full disclosure that he also represents the Town of Knightstown. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval to allow Detective Jill Jenkins and Officer Brandon Pope to travel out of state to Nashville, TN for a (5) five day Narcotics training held February 6th – 10th; and requested (1) one unmarked police vehicle. Lodging will be paid out of their HSI fund. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the Revised Standard Operating Procedures. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Brian Hartman requested approval of the Professional Services Agreement for a new hire process with Testing for Public Safety, LLC d/b/a IPSP, effective through December 31st. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Brian Hartman requested approval to promote Officer Zackary Petrey to Senior Patrolman at a bi-weekly amount of $2,611.94, effective August 20th 2022, with a back pay amount of $622.82. Funds are available in their current budget to cover the back pay. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested approval of the lateral job title change for Doug Runion from Road Builder 1 to Road Builder 2, effective December 24th, 2022. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Tyler Rankins requested approval to seek quotes for a Freightliner dump truck. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

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

**ENGINEERING DEPARTMENT:**

Jason Koch requested approval of the Utility Oversize Agreement between the City of Greenfield and Joyner Homes, LLC; requesting a portion of the sanitary sewer be oversized to 10” for Williams Run, Section 2, with a cost of $30,357.31. This amount will be deducted from Joyner Homes, LLC availability fees of $46,365.00 that will be due for the 15.455 acre subdivision. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce. .

Jason Koch requested approval of the Professional Services Agreement Amendment #12 between the City of Greenfield and Wessler Engineering for Storm Water Professional Services, with an increase cost of $35,000.00, for a new contract not-to-exceed total of $253,500.00. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Jason Koch requested approval to seek quotes for the landscape maintenance for the new SR 9 medians and the newly planted landscape areas throughout downtown. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jason Koch requested approval to transfer a 2006 Ford Escape from the Storm Water Department to the Parks Department. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Jason Koch requested approval of the Professional Services Agreement between the City of Greenfield and DLZ Indiana, LLC, for conducting a study of the Parks Maintenance Garage located at 535 Baldwin Street. DLZ Indiana, Inc. will recommend retrofitting solutions, with a not-to-exceed cost of $7,000.00. Indiana Department of National Resources and FEMA have instructed us to retrofit the Parks Maintenance Garage due to the building being built in the Brandywine Creek floodplain. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

Jason Koch requested approval of the Grant Agreement between the City of Greenfield and INDOT defining the terms and conditions of the Community Crossings Matching Grant of $1,000,000.00, and allow the City Engineer to sign the Grant Agreement on the City’s behalf. The City will match $1,000,000.00 for a total $2,000,000.00 resurfacing project. Shelby moved approval of the agreement and the authorization for the Engineer to be signatory on the agreement, duly seconded by Locke. Motion carried viva voce. .

**PLANNING DEPARTMENT:**

Joanie Fitzwater requested approval of the Encroachment Agreement between the City of Greenfield, D.R. Horton-Indiana, LLC and Sandalwood West Homeowners Association, Inc. for the purpose of constructing a community-wide irrigation system for the Sandalwood West Subdivision. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**FIRE DEPARTMENT:**

Deputy Chief Jason Horning requested approval of the EMS Inter-local Agreement with Green Township with an annual amount of $18,000.00. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Deputy Chief Jason Horning requested approval of the Preventive Maintenance Agreement with Stryker which covers all of their heart monitors and Lucas CPR devices with a cost of $17,068.65. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Deputy Chief Jason Horning requested approval of the 4th Quarter Ambulance Billing Write Off’s in the amount of $904,067.53. Shelby commented to the Board that over $800,000.00 of the write off’s is attributable to Medicare and Medicaid. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

Deputy Chief Jason Horning informed the Board that he had received a preliminary notice of the Indiana Medicaid Governmental Ambulance Payment Adjustment for 2020 reimbursement in the amount of $95,179.00.

Deputy Chief Jason Horning informed the Board that Medicare and Medicaid will be auditing the Greenfield Fire Department for 2023; and is requesting approval of the Statement of Work for CMS data collection services between the Greenfield Fire Department and Armor LLC with a cost of $2,900.00. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Deputy Chief Jason Horning requested approval for the full-time hire of Amy Parrish to Ambulance Billing Specialist with an hourly rate of $27.37, effective February 1st. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Deputy Chief Jason Horning requested the bids received for a fit test machine for the Self Contained Breathing Apparatus be opened and read into record: The bid received was:

 **OHD $9,080.00**

Deputy Chief Jason Horning requested to return later in the meeting with a recommendation for approval.

Deputy Chief Jason Horning returned at the end of the meeting and requested approval to award OHD for the fit test machine for the Self Contained Breathing Apparatus. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**UTILITY COORDINATOR:**

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

**POWER AND LIGHT:**

Scott Yost requested approval to increase Nicholas Chappell’s pay rate to $42.89, effective December 24th. The position of T&D Field Services Supervisor was approved by the Council to be increased in 2023. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Scott Yost requested approval for the promotion of Austin Mullins to Apprentice Lineworker Class III with an hourly rate of $28.88, effective January 21st. Austin has successfully completed his training period requirements per the U.S. Department of Labor’s Bureau of Apprenticeship & Training Standards. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Scott Yost presented the December Dashboard.

Scott Yost requested approval of the (3) three year Planned Maintenance Agreement with Buckeye Power Sales for the generators at Greenfield Power and Light and City Hall with an annual cost of $2,375.00. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**WATER DEPARTMENT:**

Charles Gill requested approval of the Service Agreement with Eurofins Environmental Testing America to enable the Water Utility to complete testing required by the Federal Government Unregulated Contaminate Monitoring Rule, with a cost of $8,580.00. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill requested approval of Task Order No. 2-1 to Continuing Professional Services Agreement between the City of Greenfield and Peerless Midwest, Inc. to provide the abandonment of the City of Greenfield’s Well #6 located in T.16N., R.7E., section 33, Hancock County, with a lump sum amount of $8,740.00. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

Charles Gill presented the December Dashboard.

Charles Gill informed the Board that the Water Department did render aid to Morristown Utilities and they will be reimbursing the Water Department for the parts needed for the repair. The President of Morristown was very pleased how quickly we were able to get the repair completed.

**WASTE WATER DEPARTMENT**

Nicholas Dezelan requested approval to award United Rentals for replacement road plates with a cost of $12,717.00. Shelby moved to approve, duly seconded by Locke. Nicholas Dezelan stated the Waste Water Department will be splitting this cost with the Storm Water Department. Shelby moved to approve, duly seconded by Locke Motion carried viva voce. **United Rentals $12,717.00**

 **Sunbelt Rentals $12,861.39**

 **MacAllister Rentals $14,476.72**

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Pay Application #2 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $5,321,718.55 with a retainage of $280,090.45 for a total payment for Application #2 of $5,601,809.00. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan requested approval for the invoices that have been submitted from Commonwealth Engineers, Inc. for engineering services rendered from November 1st through December 31st for the Waste Water Treatment Plant Improvements Project in the total amount of $158,435.11. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan requested approval for the Commonwealth Engineering, Inc. Professional Services Agreement Amendment #6, for additional site investigations at the locations of the Waste Water Treatment Plant Improvements Project and the Davis Road Disposal Area located at 400 East Davis Road, required by the Indiana Department of Environmental Management Office of Land Quality, with a total not-to-exceed amount of $106,960.00. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

 **WWTP Waste Boundary Delineation $26,545.00**

 **Landfill Cover Coordination $ 5,845.00**

 **Groundwater Monitoring Plan (WWTP Site) $9,870.00**

 **Davis Road Disposal Area Support $55,200.00**

 **Subtotal: $97,460.00**

 **Contingency (10%): $9,500.00**

 **Total: $106,960.00**

Nicholas Dezelan presented the December Dashboard.

**MISCELLANEOUS ITEMS:**

The Mayor was very pleased to announce the appointment of Deputy Chief Jason Horning to Fire Chief for the City of Greenfield Fire Territory. The Mayor noted Chief Jason Horning’s long career with the Greenfield Fire Department and oversaw the badge pinning.

Friends and family members were present to congratulate Chief Horning on his appointment.

**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 11:08 a.m., duly seconded by Locke. 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, February 14th 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