**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**April 25th 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

Penny Lawyer Susan Dillman

Gregg Morelock Chief Brian Hartman

Tyler Rankins Joanie Fitzwater Jason Koch Nicholas Dezelan

Chief Jason Horning Scott Yost

Charles Gill

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 April 11th, 2023 duly seconded by Breese.

Motion carried viva voce.

**CLERK-TREASURERS OFFICE:**

Deputy Clerk-Treasurer Penny Lawyer requested approval of the Claims Docket as submitted. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Deputy Clerk-Treasurer Penny Lawyer requested approval of the Conflict of Interest from Nelson Castrodale. McClarnon moved to approve, duly seconded by Locke. Motion carried viva voce.

**CITY ATTORNEY:**

Gregg Morelock requested approval of the Purchase Agreement between The City of Greenfield and the owners Indiana Bandits and Greenfield Youth Baseball Association, Inc., for property, Parcel Numbers 30-10-01-200-003.000-008 and 30-10-01-200-004.000-008, with a cost of $736,750.00; and authorize the Mayor to sign the Purchase Agreement. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

Gregg Morelock presented the Board with an update on the Riley Park Shelter House.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval to allow both he and Deputy Chief Chuck McMichael to travel out of state to St. Louis, MO for a Design Conference held May 22nd – 25th with a cost of $1,984.60 and requested (1) one City of Greenfield police vehicle. The cost of the conference and lodging will be paid out of their HSI fund. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Brian Hartman requested approval for out of state travel for (5) five officers to attend Police Week in Washington, DC from May 12th – 16th with a not-to-exceed cost of $1,500.00. The officers will be driving (1) one possibly (2) two City of Greenfield police vehicles. Lodging will be paid out of their HSI funds. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the Revised Standard Operating Procedure 1003. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval of the Revised Policies. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval for the assignment change for Officer Brandon Pope to the Detective Division at a bi-weekly amount of $2,650.40, effective April 15th. Brandon will be eligible to receive on-call pay of $15.80 per day. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Brian Hartman requested approval for out of state travel to Danville, IL to Ray O’heron for an ammunition pick up sometime in the month of April and requested use of (1) one City of Greenfield police vehicle. This will save on shipping cost. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Brain Hartman requested approval for the lateral hire promotion of Officer Jeremy Oakes to Sr. Patrolman at a bi-weekly amount of $2,611.94, effective April 29th. Jeremy has more than (3) three years of previous full time law enforcement experience and has completed his mandatory Field Training. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**STREET DEPARTMENT:**

Tyler Rankins requested approval of Vail’s Concrete material bid of $43,471.25 for various projects throughout the City. 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.

**PLANNING DEPARTMENT:**

Joanie Fitzwater requested approval of the Secondary Plat, the Subdivision Agreement, Maintenance Agreement and Improvement surety as submitted for Brandywine Farms, Section 2a. The Clerk Treasurer’s office will hold the Plat, Subdivision Agreement and Maintenance Agreement contingent upon receiving the Maintenance Bond. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Joanie Fitzwater requested approval of the Professional Service Agreement between The City of Greenfield and Rundell Ernstberger Associates for planning and design services for the Comprehensive Plan Update Project with a cost of $160,000.00. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

The Council having previously approved funding for a 4 phase Comprehensive Plan Update with Rundel Ernstberger Associates (REA) to be accomplished in 2023 and 2024.The contract includes a provision for REA to assist us in applying for a grant to help fund the plan from the US Economic Development Administration, (EDA) which is administered through the IN Chamber of Commerce. We should know if the grant is awarded in August or September, prior to the 2024 budget adoption. Council funded the first year of the $160,000.00 contract and agreed to fund the second half in the 2024 budget if the grant application was not funded. This is addressed in Section 5.1 Notice to Proceed.

**The 4 phases of the Comp plan update include:**

Phase 1: Discovery $ 40,000.00

Phase 2: Visioning $ 40,000.00 Phase 3: Framework $ 40,000.00

Phase 4: Implementation $ 40,000.00

**Total Proposed Fee: $160,000.00**

Joanie Fitzwater requested approval of the Contract with Cheryl Anne Lorance for (10) ten Sculptural Limestone Benches with a cost of $106,300.00. Funds are available through the Stellar Program for the Riley Literary Trail Project. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Joanie Fitzwater requested the bids received for the weed, mowing and trash removal be opened and read into record. The bid received was:

**Diefenderfer Enterprises, LLC**

**Mowing:** $60.00 per hour **Bush-Hogging:** $100.00 per hour

**Shrub & Tree Trimming:** $55.00 plus removal and dump fee

**Trash Removal:** $55.00 per hour plus dump fee plus if skid steer is needed $150.00 per hour

Joanie Fitzwater requested approval to award the weed, mowing and trash removal to Diefenderfer Enterprises, LLC. Locke moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Joanie Fitzwater requested approval of the Encroachment Agreement between the City of Greenfield and Depot Street Investments, LLC for the purpose of constructing a deck and signage. The proposed deck and boardwalk is a part of the new Depot Barn which will house businesses that enhance the events held at the Depot Street Park. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**ENGINEERING DEPARTMENT:**

Jason Koch requested approval of the Professional Services Amendment #1 with EMCS, Inc. for the Road Impact Study with an increase cost of $20,830.00 for a new contract not-to-exceed total of $205,430.00 with an extension of the expiration date to August 1st. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Jason Koch requested approval of Change Order #1 with INDOT/LPA for the School Zone flashers and HAWK Signal installation in an increased amount of $6,175.12 for a revised not-to-exceed total of $847,543.12 with no changes in completion dates. Once approved by the Board Jason Koch will sign the Change Order #1 Contract on the Board’s behalf. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Jason Koch informed the Board that we were granted an additional $1,000,000.00 for the Community Crossing Matching Grant Program. Jason Koch requested approval to seek bids for Phase 2 resurfacing project. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

W**ASTE WATER DEPARTMENT:** Nicholas Dezelan requested approval for the promotion of Scott McHatton, Harold Lucas and Steven Brenneman to Pipefitter II at an hourly rate of $33.26, effective April 15th. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Nicholas Dezelan requested approval of the quote from Brehob Corporation for the repair of the Pista Grit system with a cost of $7,983.00. The Mayor had declared this an emergency repair in order to get the parts on order, and had previously approved the repairs of the Pista Grit system. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**Brehob Corporation $7,983.00**

**Smith & Loveless, Inc. $10,635.00 plus freight**

Nicholas Dezelan presented the March Dashboard.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval to allow Steve Kropacek to travel out of state to Tennessee May 8th- 11 for the Community Risk Reduction Conference and to the National Fire Academy in Maryland June 10th – 17 for a Hazardous Materials Code Enforcement class. Steve will be driving his Fire Department vehicle. Breese moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval to table the request to accept contract pricing quotes for the sale of scrapped wire and other materials until the next BOW meeting. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Scott Yost presented the March Dashboard.

**WATER DEPARTMENT:**

Charles Gill requested approval to seek quotes for a 308 Caterpillar Mini Excavator with attachments and a new trailer to transport the new machine. Cost for the equipment and trailer will be paid out of their Depreciation Fund. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill presented the March Dashboard.

**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 10:59 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, May 9th at 10:00 a.m.

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Penny Lawyer Chuck Fewell, Mayor

Deputy Clerk-Treasurer Presiding Officer

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Susan Dillman

Chief Deputy Clerk-Treasurer