**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**June 13th, 2023**

**10:00 A.M.**

**10 SOUTH STATE STREET**

**COUNCIL CHAMBERS, ROOM 127**

Present: Kelly McClarnon Kathy Locke Larry Breese Glenna Shelby

 Rhonda Cook Lori Elmore

Penny Lawyer Chief Brian Hartman

Rob Souchon Tyler Rankins Amanda Dehoney Scott Yost

Chief Jason Horning Nicholas Dezelan

Jimmy Griffith Jane Webb

Absent: Mayor Chuck Fewell Gregg Morelock

Kelly McClarnon, presiding officer, 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 May 23rd, 2023 duly seconded by Breese. 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 Shelby. Motion carried viva voce.

Clerk-Treasurer Lori Elmore requested approval of the May 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 April 2023 Fund, Appropriation and Revenue reports indicating that all (16) sixteen banks have been reconciled for the month of April. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval of the (5) five year Flock Camera contract extension with a total cost of $140,000.00. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval for an annual $1,000.00 stipend pay for Officer Jacob Verble, Officer Sean Brady, Officer Nicole Higham and Officer Daniel Montgomery, effective June 10th. All of these Officers have become Evidence Technicians for the Greenfield Police Department. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the Memorandum of Understanding between the City of Greenfield and Johnson’s Towing, with immediate effect. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval to seek quotes for new department Duty Handguns. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to seek quotes for new Duty Rifles. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to seek quotes for new carpet in the main office area and training room of the Greenfield Police Department building. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the Corporate Wellness Program Agreement between the City of Greenfield and the Hancock Wellness Centers. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to promote Sergeant Justin Jackson to Lieutenant and Officer Zachary Petry to Sergeant, effective June 10th. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to purchase Connectwise Automate and Manage subscription renewal from Insight for Security Patch Management and Helpdesk Ticketing with a cost of $10,640.52. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**STREET DEPARTMENT:**

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

**ANIMAL MANAGEMENT:**

Amanda Dehoney requested approval of the resignation for Heather Hamilton, effective June 12th. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Amanda Dehoney requested approval of the resignation for Raven Steinmetz, effective June 22nd. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Amanda Dehoney requested approval of the Bill of Sale between Greenfield-Hancock Animal Management and the City of Greenfield Water Utility for the purchase of a 2011 John Deere Z910A zero turn mower “as is” for a cost of $1,567.00. Funds are available in their budget. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval for the promotion of Stephen Fruth to Lineworker Class III with an hourly rate of $37.14, effective May 27th. Stephen 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.

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval of the Purchase Agreement between the City of Greenfield and Greenfield Banking Company to finance the purchase of an 2022 Ford F550/PL Custom Classic 170 Type I Ambulance with a loan amount up to $314,722.00. Funds are available in their Equipment Replacement Fund. Shelby moved to approve as requested with the provision that the acting Mayor is authorized to sign prior to the expiration date, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning requested approval of the time driven promotion for Easton Fields to 1st Class Firefighter at a bi-weekly amount of $2,567.21, plus an annual $4,000.00 Paramedic stipend, effective June 10th. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning requested approval to promote Eric Harnishfeger, Jacob Johnson and Matthew Day as Probationary Firefighters at a bi-weekly amount of $2,289.05, effective July 8th, pending a successful completion of their pension physicals. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Jason Horning requested approval for the lateral transfer hire of Carl Calaski as a Senior Firefighter at a bi-weekly amount of $2,624.90, plus an annual $4,000.00 Paramedic stipend with (6) six vacation days, effective June 24th. Shelby moved to approve, duly seconded by Breese. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval for advertising the Waterview Subdivision Collection System Rehab Project for bid and the schedule as presented. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**1. First Advertisement June 14, 2023**

**2. Second Advertisement June 21, 2023**

**3. Pre-Bid conference June 27, 2023**

**4. Bid Opening July 11, 2023**

**5. Engineers Recommendation and Award July 25, 2023**

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #7 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $3,489,143.30 with a retainage of $183,639.12 for a total payment for Application #7 of $3,672,782.42. Shelby moved to approve and authorize the acting Mayor to sign on the Mayor’s behalf, 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 May 1st – May 31st for the Waste Water Treatment Plant Improvements Project in the total amount of $61,847.59. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**WATER DEPARTMENT:**

Jimmy Griffith requested approval to award the Sourcewell quote from Koenig Equipment, Inc. for a John Deere Z950M ZTrak mower with a cost of $12,815.11. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

 **Koenig Equipment, Inc. $12,815.11**

 **Reynolds Farm Equipment $12,815.11**

 **MacAllister Machinery Co., Inc. $14,922.00**

Jimmy Griffith requested approval for the advancement of Garrett Redd to Plant Operator E with an hourly rate of $25.14, effective June 24th. Garrett has successfully completed the requirements of the Apprenticeship Program. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

**UTILITY COORDINATOR:**

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

Jane Webb requested approval for the Nelson Alarm Security Rider Agreement with an additional cost of $10,778.00 for a total of $16,390.00 with installation scheduled to be completed on June 28th. During a walk through with Erikk Knapp and Nelson Alarms it was determined that our current agreement did not include several of our existing strobes and detectors throughout the building. In addition, Erikk recommended that we add detectors and/or strobes to (5) five additional areas within the building. Funds are available in the CCI Fund. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Jane Webb requested approval for the position change of Brian Petrey from Lead Plant Operator to Plant Operator with an hourly rate of $32.77, effective June 10th. Shelby 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,

Breese moved to adjourn the meeting at 10:44 a.m., duly seconded by Shelby. 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, June 27th at 10:00 a.m.

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Penny Lawyer Kelly McClarnon

Deputy Clerk-Treasurer Presiding Officer

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Lori Elmore

Clerk-Treasurer