**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**August 8th 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 Rhonda Cook

Penny Lawyer Susan Dillman

Mitch Ripley Nicholas Dezelan

Chief Brian Hartman Tyler Rankins Amanda Dehoney Jane Webb

Mayor Chuck Fewell called the BOW meeting to order for the purpose of conducting the business for the City of Greenfield, Indiana. Breese moved to approve the Executive Session Meeting minutes of July 25th, 2023 duly seconded by Locke. Motion carried viva voce.

Mayor Chuck Fewell requested approval of the amended Regular Meeting minutes of July 25th, 2023. Locke moved to approve the minutes of July 25th, 2023 duly seconded by Shelby. Motion carried viva voce.

**CLERK-TREASURERS OFFICE:**

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

Deputy Clerk-Treasurer Penny Lawyer requested approval of the July Payroll Allowance Docket as submitted. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

**CITY ATTORNEY:**

Rhonda Cook requested approval of the amended Interlocal Agreement between the City of Greenfield, the Department of Animal Management and Hancock County. Shelby suggested in Section II where it states Hancock County shall reimburse Greenfield to add the verbiage “up to $55,000.00” for the purchase of (1) one new fully equipped animal control truck. Shelby moved to approve the amendment to the document, duly seconded by McClarnon. Motion carried viva voce.

Rhonda Cook requested approval of the amended Interlocal Agreement, including the added verbiage, between the City of Greenfield, the Department of Animal Management and Hancock County. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

**HUMAN RESOURCES:**

Mitch Ripley requested approval of the Mayor’s appointment of Jacob Kinder to City Maintenance position with an hourly rate of $25.00, effective August 21st. This is a non-exempt position. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

**WASTE WATER DEPARTMENT:**

Nicholas Dezelan requested approval of the recommendation from Commonwealth Engineers, Inc. for the Partial Payment #9 to F.A. Wilhelm Construction for the Waste Water Treatment Plant Improvements Project in the amount of $3,023,454.85 with a retainage of $159,129.21 for a total payment for Application #9 of $3,182,584.06. Breese 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 June 1st – June 30th for the Waste Water Treatment Plant Improvements Project in the total amount of $72,543.62. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Nicholas Dezelan requested approval for the invoice from Kleinpeter Consulting Group, LLC for labor standards services related to the Waste Water Treatment Plant Improvements Project with a total amount of $9,450.00. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested to table the Chemical Vendor Change Request until the next BOW meeting.

Nicholas Dezelan requested approval to table the Waterview Sanitary Sewer Lining Project Agreement between the City of Greenfield and Insight Pipe Contracting, LLC until the next BOW meeting. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval to hire Austin Boulware as a Probationary Patrolman at a bi-weekly amount of $2,377.50, effective August 19th. Breese moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Brian Hartman requested approval to award Tom Weintraut’s Carpet Sales for new carpet in the main office area and training room of the Greenfield Police Department building with a cost of $5,850.25. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval for out of state travel for Detective Brandon Pope to Parkersburg, WV August 21st – 23rd; and requested use of (1) one City of Greenfield police vehicle. Detective Pope has been subpoenaed to testify in court to a murder suspect he stopped in a traffic stop while working in Greenfield. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman informed the Board that Officer Nicole Highman participated in the 2023 World Police and Fire Games that were held in Canada. Officer Highman won her division in bench press by setting a world record and won the deadlift in her division by setting a world record, both on her first attempts. Chief Brian Hartman stated that he and the entire Police Department are proud of Officer Higham. The Mayor and the Board expressed congratulations to Officer Higham for her accomplishments and representing the City of Greenfield.

**STREET DEPARTMENT:**

Tyler Rankins requested approval of the transfer of Heather Short from Customer Service to the Greenfield Street Department and Park Cemetery with an hourly rate of $26.43, effective August 19th. 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.

**ANIMAL MANAGEMENT:**

Amanda Dehoney requested approval to hire Anna Kmitta to Animal Control Officer with an hourly rate of $24.54, effective August 21st with standby pay, pending successful completion of a drug screening. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Amanda Dehoney requested approval for the resignation of Emma Weiss, effective August 4th. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

**UTILITY COORDINATOR:**

Jane Webb requested approval of the Engagement Letter between the City of Greenfield and Barnes & Thornburg, LLP for the Waterworks Revenue Bonds, Series 2023 with a fixed fee of $39,500 for services. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Jane Webb requested approval for the transfer of Jill Schwamberger from Customer Service Representative I to Accounts & Billing Supervisor in the Customer Service Office with an hourly rate of $27.50, effective August 21st. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Jane Webb requested approval for the transfer of Megan Manship from Kennel Manager at Animal Management to Customer Service Representative I in the Customer Service Office with an hourly rate of $24.54, effective August 21st. Breese moved to approve, duly seconded by Shelby. 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 10:30 a.m., duly seconded by Breese. 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, August 22nd 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