**GREENFIELD BOARD OF PUBLIC WORKS AND SAFETY**

**November 28th, 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

Chief Brain Hartman Joanie Fitzwater Tyler Rankins Chief Jason Horning

Charles Gill Nicholas Dezelan

Rob Souchon Scott Yost

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 November 14th, 2023, duly seconded by McClarnon.

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.

**CITY ATTORNEY:**

Gregg Morelock withdrew the Conflict of Interest for Daniel Montgomery.

**POLICE DEPARTMENT:**

Chief Brian Hartman requested approval to add the $1,000.00 stipend for Senior Patrolman Jerami Summers, effective November 25th. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval for the transfer of Officer Ryan Chappell from the Patrol Division to the Detective Division with a bi-weekly amount of $2,650.40; and be added to on-call status, effective November 25th. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval of the time driven promotion for Officer Jackson Sample to 2nd Class Patrolman with a bi-weekly amount of $2,488.74; and (40) forty hours of vacation, effective November 25th. Officer Jackson was a lateral hire and has completed his Field Training requirements. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Brian Hartman requested approval of the Revised Standard Operating Procedures 300, 421, 423 and 610 . McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval to purchase the new handguns from their equipment fund instead of the HSI account that had been previously approved at the June 27th BOW meeting. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Chief Brian Hartman requested approval to purchase new rifles from their equipment fund instead of their HSI account that had been previously approved at the June 27th BOW meeting; and to encumber the funds for 2024. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Brian Hartman requested approval to purchase (24) twenty-four Safariland ballistic vests, along with accessories, from US Uniform & Supply with a not-to-exceed cost of $40,341.60. US Uniform & Supply are the only Safariland representative in the State, as well as the only representative that has authority to put in the grommet for body worn in the vest. This purchase will be made in May of 2024 and the money will be an encumbrance from their 2023 equipment fund. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Chief Brian Hartman requested approval to use Govdeals.com online auction site to sell off surplus items. McClarnon moved to approve, duly seconded by Shelby. Motion carried viva voce.

**PLANNING DEPARTMENT:**

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

**STREET DEPARTMENT:**

Tyler Rankins requested approval for the promotion of Austin Tserlentakis to Apprentice Road Builder I with an hourly rate of $24.29, effective November 25th; and stand by pay. Austin has obtained his Class A CDL and is enrolled into the LTAP road scholar program. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Tyler Rankins requested approval of Vail’s Concrete material bid for street repairs to be performed at McKenzie Glen with a cost of $20,520.00. Breese moved to approve, duly seconded by Shelby. Motion carried viva voce.

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

**FIRE DEPARTMENT:**

Chief Jason Horning requested approval to hire Alexander Beemer as a part-time Firefighter/EMT with an hourly rate of $18.00. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Chief Jason Horning requested approval to award Stryker for the heart monitor with a cost of $39,634.35. Locke moved to approve, duly seconded by Shelby. Motion carried viva voce.

Chief Jason Horning gave the Board an update on the fire engine that has been on order.

**WATER DEPARTMENT:**

Charles Gill requested approval of the Right of Entry Agreement between the City of Greenfield and the Pioneer Engineers Club to remove the old water tower from the 823 W. US 40 property and transport it to their club’s location in Rush County to restore it to near original condition. Once restored the Club will raise the tower for use on their property as part of a living history location. Breese moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill requested approval to seek bids for a surplus sale of a F750 dump truck, 60D John Deere mini-excavator and corn pro trailer. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Charles Gill requested approval of the (3) three-year Planned Maintenance Agreement with Buckeye Power Sales for the Water Utility generators with an annual cost of $7,360.00. Shelby moved to approve, duly seconded by Locke. Motion carried viva voce.

Charles Gill presented the October Dashboard.

Charles Gill gave the Board an update on the exploratory well drilling.

**WASTEWATER DEPARTMENT:**

Nicholas Dezelan requested the bids received for the Wastewater Treatment Plant office furniture be opened and read into record. The bids received were:

 **Office Works Services, LLC $104,590.67 w/installation**

**Office 360 $111,536.15 w/installation**

**Commercial Office Environments $97,757.62 w/installation**

 **Business Furniture $105,939.82 w/installation**

Nicholas Dezelan requested to table and return at the next BOW meeting. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Nicholas Dezelan requested approval for the promotion of Amber Gray to Plant Operator I with an hourly rate of $32.77, effective November 25th. Amber has successfully passed the IDEM Class IV Wastewater Operator certification exam and has been granted an Apprentice Class IV operator certification. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan requested approval to award the Sourcewell quote to Doheny Company for the iBak rapid view camera system and truck, for the Wastewater Utilities pipeline assessments and inspections, with a total cost of $330,208.01; to be split 50/50 between the Wastewater Utility and Stormwater Utility; and the funds to be encumbered. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Nicholas Dezelan presented the October Dashboard.

**INFORMATION TECHNOLOGY DEPARTMENT:**

Rob Souchon requested approval to purchase a (1) one year subscription with Archive Social to capture all the social media accounts the City uses for all public records requests with a cost of $4,594.00. Council has agreed to fund this project. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

Rob Souchon requested approval of the purchase from Insight of replacement server hardware with a cost of $61,511.36 and encumber the funds from the 2023 budget to be paid in 2024. Locke moved to approve, duly seconded by Breese. Motion carried viva voce.

Rob Souchon requested approval for unusable or broken electronic equipment to be recycled by Technology Recyclers. All hard drives will be destroyed, and Certificate of Destruction will be issued by Technology Recyclers listing the serial numbers of each drive. Technology Recyclers does not charge the city for this service. Shelby moved to approve, duly seconded by McClarnon. Motion carried viva voce.

**POWER AND LIGHT:**

Scott Yost requested approval for IMPA Service Corporation’s recommendation to award Mill Drill for Phase 3; will include installing conduits, concrete boxes, junction boxes, pull boxes, and pulling in cable for the North and Broadway circuits owned by Greenfield Power & Light for the Parker Substation Feeder Exit project with a cost of $405,018.00. McClarnon moved to approve, duly seconded by Breese. Motion carried viva voce.

Scott Yost presented the October 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 11:08 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, December 12th 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