

City of Decatur  
Board of Public Works & Safety Minutes  
February 20, 2018

The City of Decatur Board of Public Works and Safety members met on Tuesday, February 20, 2018, at 6:00 P.M. at City Hall in Council Chambers, 172 N. Second Street. Members present were Councilman Craig Coshow, and Mayor Ken Meyer. Bill Karbach was absent. Also present were City Attorney, Tim Baker and Clerk-Treasurer, Phyllis Whitright.

The Clerk-Treasurer had emailed the minutes from the February 6, 2018 meeting. Coshow made a motion to approve the minutes. Meyer seconded the motion. Motion carried.

Bid for street materials, equipment, and labor were the first item on the agenda. Coshow made a motion to make the legal notice for the reception of bids a matter of record. Seconded by Meyer, the motion was adopted.

The sealed bids were presented for street material, equipment and labor for the year 2018. It was noted a bid from Luginbill Excavating, the bid was submitted on time, but the bid didn't include their bid bond until after the bid closing time. The delay in receiving the bid bond was due to a computer glitch from their insurance company in emailing their bid bond to them. Thus, Coshow made a motion to accept the bid from Luginbill to be included in the bid opening. Seconded by Meyer, the motion was adopted. Six (6) bids for materials, equipment and labor were received. The Mayor opened the bids, and the City Attorney read the bids aloud. The bids were from Fleming Excavating, Inc., Decatur; Stonestreet Quarries, Inc., Hoagland; Wayne Asphalt, Inc., Fort Wayne; Brooks Construction, Fort Wayne, these bids were all submitted on bid form 96, affidavit signed and notarized, and included a bid bond; U. S. Aggregate, Decatur submitted their bid on form 95, which is obsolete. Luginbill Excavating, LLC, Decatur bid included a letter from their insurance company, which was not a bid bond. Coshow made a motion to take the bids under advisement for the Operation Manager, Jeremy Gilbert to review. Seconded by Meyer, the motion was carried.

Chief of Police Lennie Corral appeared before the Board and presented a Standard Operating Procedure (SOP) for the Police Department regarding the use of Naloxone (Narcan). He shared that on February 13, 2018, twenty-one (21) members of the force and staff had training regarding the use of Narcan. It was noted the Board of Public Works and Safety members needed to approve the policy to allow for the officers to carry Narcan to scenes for needed use. The policy outlines the procedure for use for overdoses such as opioids. Coshow made a motion to approve the policy for the use of Narcan as written. Seconded by Meyer, the motion was adopted.

Chief Corral then informed the Board members that the new guns for the officers had arrived, and the Prosecutor's office will have deferral funds available to purchase ammunition.

Councilmen Matt Dyer, Tyler Fullenkamp, Scott Murray, and Wylie Sirk joined the remainder of the Board of Works meeting for discussion and information purposes only.

Kevin Hackman, Utilities Auditor approached the Board regarding water rates for customers filling water tanks and swimming pools. He shared some get 300 gallons of water at a low cost of \$2.00 and he sought a minimum of \$18.00, but with the new water rates to come into effect it was noted the minimum should be closer to \$25.00 for amounts of up to 3000 gallons. Coshow made a motion to approve the Utilities Auditors recommendation and charge a minimum as per the ordinance on water usage. Seconded by Meyer, the motion was adopted.

Hackman shared he had heard from an owner whose renter had moved out and the owner was upset because the utility bill was put in his name. He noted he had not authorized the change, felt the water should have been shut off. Coshow made a motion to waive the additional amount as a good faith gesture. Seconded by Meyer, the motion was adopted.

Two (2) quotes were opened to market a fundraiser for Hanna Nuttman Ball Park Project. The quotes were from Lofthouse Films for \$30,000 which included \$10,000 for expenses and Ferguson Advertising, Fort Wayne, at a total of \$76,500. Brothers Aaron and Brandon Voglewede of Lofthouse Films made a presentation to explain the various phases they would work through to market the project for a \$1 million fundraiser for the Hanna Nuttman Ball Park Project. They broke down how \$10,000 would be used, and shared their proposed three phases. Coshow made a motion to accept the Lofthouse Films proposal subject to Council approving the funding. Seconded by Meyer, the motion passed.

After studying the bids for the street materials, equipment, and labor, Jeremy Gilbert, Operations Manager recommended rejecting the bid from Luginbill and U.S. Aggregate for submitting non-responsive bids, and to accept the other four bids submitted. A motion to accept bids from Fleming Excavating, Wayne Asphalt, Brooks Construction, and Stonestreet Quarries was made by Coshow, seconded by Meyer, and adopted.

City Attorney, Tim Baker shared that the environmental study had been taken at the Chronister property located on the northwest corner of First and Monroe Streets (108 W. Monroe Street) and the results should be received the next day or two. It was noted that authorization of a survey is needed. Coshow made a motion to proceed with a survey if the environmental study is good. Seconded by Meyer, the motion was adopted. Coshow then made a motion to proceed with the title search, purchase agreement and the warranty deed. Seconded by Meyer, the motion passed.

Coshow made a motion to authorize a survey to be done by Brett Miller of Miller Land Surveying on the City's 600 north farm to be used for the new water treatment plant. Seconded by Meyer, the motion was adopted.

There being no further business to be brought before the Board, Coshow made a motion to adjourn. Seconded by Meyer, the motion was adopted.

Adjournment was at 7:20 P.M.