

City of Decatur  
Board of Public Works & Safety Minutes  
April 7, 2020

The City of Decatur Board of Public Works and Safety members met via conference call on Tuesday, April 7, 2020 at 6:00 P.M. due to COVID-19. Members present were Craig Coshow, Tyler Fullenkamp, and Mayor Dan Rickord. Also present were City Attorney, Tim Baker and Clerk-Treasurer Phyllis Whitright.

A notice was posted and the public and media were invited to attend the conference call.

Other individuals present for the conference call were: Councilmen Matt Dyer, Scott Murray, and Wylie Sirk, Chief of Police Lennie Corral, Utility Auditor Kevin Hackman, Fire Chief Les Marckel, Assistant Fire Chief Jim Hitchcock, Fire Captain Jeff Sheets, Operations Manager Jeremy Gilbert, Wastewater Superintendent Karey Fuelling, Ann Razo, Rob Weaver of WZBD Radio, and Barb Engle.

The Clerk-Treasurer had emailed the minutes from the March 3, 2020 meeting. The March 17<sup>th</sup> meeting had been cancelled due to COVID-19. Fullenkamp made a motion to approve the minutes of the March 3<sup>rd</sup> meeting. Coshow seconded the motion. Motion carried.

Chief of Police, Lennie Corral presented a new Conditional Employment Contract to replace the current contract being used. Chief Corral had worked with City Attorney, Tim Baker in updating the contract to include items currently omitted such as full re-payment for all training if the officer leaves for another law enforcement agency or private sector before serving five (5) years. Also added was to reduce the reimbursement by 20% per year for expenses from date of hire. The City Attorney, Tim Baker commented that the contract needed to be updated to address items not in the prior contract in order to make it more equitable. Fullenkamp made a motion to accept the new Conditional Employment Contract for the Police Department. Seconded by Coshow, the motion was adopted.

Chief Corral reported that interviews had been held with four (4) well-qualified applicants last evening for a vacant position on the force. Mayor Rickord noted that Chief Corral would like to keep the pool of candidates for any future needed department replacements. Chief Corral recommended the hiring of Colyn Torson to fill the current opening of a patrolman. Coshow made a motion to accept the recommendation of Chief Corral and hire Colyn Torson. Seconded by Fullenkamp, the motion was adopted.

Fire Chief, Les Marckel received a revised contract with ESO for fire reporting software. Chief Marckel shared that Fire Marshal/Asst. Building Inspector, Tony Lothridge had been looking for a solution for the department to be able to share information and expedite the fire code inspection process. In conclusion, it was decided the best solution would be to continue with ESO but do some upgrading such as going from Windows 7 to Windows 10. Due to upgrading, the cost would increase from \$3,162 per year to \$4,382 per year. Coshow inquired if the funding would be split with the Fire Department and the Building and Zoning Department. Marckel shared it would be funded from the Fire Department Budget. Fullenkamp made a motion to proceed with the revised contract with ESO. Seconded by Coshow, the motion passed.

Operations Manager, Jeremy Gilbert had studied the bids for street material, equipment, and labor for the year of 2020 that were opened at the March 3, 2020 meeting and found all bids to be in

order. Gilbert then recommended accepting all bids to allow the option of using which contractor would be best and/or available for each project. Coshow made a motion to accept Gilbert's recommendation and accept all bids. Seconded by Fullenkamp, the motion was adopted. Gilbert noted he would notify each bidder of the acceptance.

Operations Manager, Jeremy Gilbert announced that during the Governor's Press Conference this afternoon it was announced that the Community Crossing Grants had been released, and Decatur had been awarded a grant of \$812,094.02 which would be matched at the rate of 25% by City funds. It was noted that Butler, Fairman, and Seufert (BF&S) had assisted in writing the grant for this round and that BF&S had assisted in the earlier grant through the bidding process. Gilbert requested to use BF&S for the same process for this grant. Action needs to be taken soon regarding the bidding process as things need to be moving within 30-40 days. Gilbert stated he would not release the streets specified until he receives the official list from INDOT. Fullenkamp made a motion to follow the same process as used for the previous Community Crossing Grant by using BF&S. Seconded by Coshow, the motion was adopted.

Operations Manager, Jeremy Gilbert received a quote from Tawa Mulch & Landscape Supply for compost screening of the black dirt at the composite site. Since the dirt has trash in it, Tawa can screen out the trash and the dirt can be reused for City projects. Gilbert sought permission to hire Tawa Mulch to do the screening at a total cost of \$15,411.00. Coshow made a motion to grant Gilbert permission to proceed with the compost screening. Seconded by Fullenkamp, the motion was adopted.

The next item brought forth by Operations Manager, Jeremy Gilbert was the seeking of approval of the Distribution Easement with Indiana Michigan Power Company for the new electric service to the concession buildings at Hanna Nuttman Park. The City Attorney had no objections to this easement. Fullenkamp made a motion to approve the easement with Indiana Michigan Power Company. Seconded by Coshow, the motion was adopted.

City Attorney, Tim Baker discussed the upgrade for the on-call services contract with Strand and Associates on behalf of the Wastewater Supt., Karey Fuelling. Attorney Baker shared it was an upgrade of the 2016 Contract and extends the contract to April, 2022. Fullenkamp made a motion to adopt the upgraded contract with Strand and Associates. Seconded by Coshow, the motion was adopted.

Wastewater Supt., Karey Fuelling informed the Board members of the need to revise some language in the sewer ordinance as required by IDEM via a letter she received on March 24, 2020. City Attorney, Tim Baker had looked at the notification and noted there needs to be an ordinance adopted by the City Council to amend the City Code of Ordinances. Within the timelines, the ordinance will be presented to the City Council at the next meeting as the deadline for the revision is due in mid-May as per the IDEM mandate. Coshow made a motion to approve the revision subject to Council's approval of the appropriate ordinance. Seconded by Fullenkamp, the motion was adopted.

Wastewater Superintendent, Karey Fuelling asked for permission to get applications in order to hire a replacement for Suzi Wolpert, a part-time lab technician who had resigned. Fullenkamp made a motion to allow Fuelling to post for applications to fill the part-time position. Seconded by Coshow, the motion was adopted.

Wastewater Supt., Karey Fuelling sought permission for approval for the replacement of Tom Barker, a full-time Wastewater employee, who has been working with the Civil Infrastructure Manager, Don Bergdall cleaning sewer lines, and only is working at the Wastewater Treatment Plant on weekends since April of 2019. A discussion began whether Barker would be under the Stormwater or the Wastewater Department, and what his job title would be. Coshow made a motion to table action

until the next meeting, due to questions concerning funding being from the Stormwater or Wastewater Department, and who Barker would report to. It was shared that Bergdall gets paid from the Stormwater Utility and is not considered a Department Head, but was hired and is accountable to the Mayor. Discussion continued and City Attorney, Tim Baker made a recommendation to allow Fuelling to advertise the position and take applications with action to be taken at a later meeting so possible questions can be answered regarding the questions raised concerning the specifics of the position. Coshow withdrew his earlier motion and made a motion to allow Fuelling to advertise the position and take applications with action to be taken at a later meeting. Seconded by Fullenkamp, the motion was adopted.

Mayor Rickord noted that since all who had wanted to attend the meeting via the conference call had to notify his office earlier, it was not necessary to wait until 7:30 P.M. to begin the City Council meeting as everyone had checked in except one (1) individual and they would try to contact that person prior to starting the Council meeting.

City Attorney, Tim Baker noted that the Governor's Executive Order regarding gatherings of no more than ten (10) persons and having people stay in their homes was in effect until April 20, 2020 as the Governor is re-evaluating every two (2) weeks.

There being no other business to come before the Board, Coshow made a motion to adjourn. Seconded by Fullenkamp, the motion was adopted.

Adjournment was at 6:59 P.M.