

City of Decatur
Board of Public Works & Safety Minutes
April 21, 2020

The City of Decatur Board of Public Works and Safety members met on Tuesday, April 21, 2020 at 6:00 P.M. via conference call due to COVID-19. Members present were Craig Coshow, Tyler Fullenkamp, and Mayor 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, Fire Chief Les Marckel, Assistant Fire Chief Jim Hitchcock, Operations Manager Jeremy Gilbert, Wastewater Superintendent Karey Fuelling, Building and Zoning Superintendent Curt Witte, Rob Weaver of WZBD Radio, Bob Shraluka of the Decatur Daily Democrat, Part-time Deputy Clerk-Treasurer Barb Engle, and Anne Razo.

The Clerk-Treasurer had emailed the minutes from the April 7, 2020 meeting. Fullenkamp made a motion to approve the minutes. Coshow seconded the motion. Motion carried.

First on the agenda was Jeremy Gilbert, Operations Manager regarding the purchase of twelve (12) light poles for the Second Street Streetscape Project from Madison Street to Jefferson Street. Gilbert noted he would like to order the needed poles so work could proceed during the summer and fall of 2020. The cost of each pole is the same as last year and they would be purchased from ESL-Spectrum of Fort Wayne, Indiana. The cost of the twelve (12) poles would be \$51,213.60. Coshow made a motion to proceed with ordering the poles from ESL-Spectrum at a cost of \$51,213.60. Seconded by Fullenkamp, the motion was adopted.

Curt Witte, Building and Zoning Superintendent shared the possible need for some changes to the proposed plans for the work to complete the lower level of the 2nd Street Lofts, The HIVE. Witte shared that when the various contractors had looked at the plans, they had suggested some cost savings. Witte questioned if he was allowed to make these decisions on minor changes. Witte noted that the general contractor may also run into making needed changes. Mayor Rickord had no problem with Witte making the needed changes if he was comfortable with them. Fullenkamp made a motion to allow Witte to make decisions on minor changes to the project for both the contractor and the general contractor, and report back to the Board with any major changes. Coshow seconded the motion. Motion was carried. Witte noted he had prepared a spreadsheet to be used for the quotes to be received. City Attorney, Tim Baker advised that the sealed quotes need to be opened during an open meeting. It was also recommended that if any changes were made in the specs every contractor needs to be updated of those changes. Quotes are due Friday, May 8, 2020 and they will be opened during the May 19, 2020 meeting.

Mayor Rickord shared the possibility of hiring SpyGlass to audit the various items such as telephone and cell phones to make certain the City is getting the best rates. The Mayor, Clerk-Treasurer, Phyllis Whitright and Councilman Coshow had a conference call with the representative from SpyGlass who explained the process of the audit. Coshow mentioned that they audit the bills to see if there are any hidden fees. There's no cost to the City unless there is a savings. If there is a savings, SpyGlass would receive 50% of the savings. Councilman Sirk commented that this company has been around for a long time, and when he worked for the school system, they had saved the school money. City

Attorney, Tim Baker mentioned that he did review the agreement with SpyGlass and added that his office didn't hire a third party, but had contacted the providers directly and received a savings. Fullenkamp made a motion to proceed with the audit by SpyGlass. Seconded by Coshow, the motion was adopted.

Attorney Baker reviewed the Local Roads and Bridges Matching Grant agreement with INDOT for the Community Crossings Matching Grant, which needed to be approved by the Board of Works. The awarded amount of the grant is \$812,094.02, with the City to provide 25% matching funds; the Agreement also needs Council action. This grant is for repaving 14 streets. Coshow made a motion to accept the Community Crossings Matching Grant Agreement subject to Council approval. Seconded by Fullenkamp, the motion was adopted.

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 6:26 P.M.