

City of Decatur
Board of Public Works & Safety Minutes
May 5, 2020

The City of Decatur Board of Public Works and Safety members met on Tuesday, May 5, 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 on 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, Operations Manager Jeremy Gilbert, Wastewater Superintendent Karey Fuelling, Building and Zoning Superintendent Curt Witte, Infrastructure Civil Manager Don Bergdall, Rob Weaver of WZBD Radio, Bob Shraluka of the Decatur Daily Democrat, Jim Langham of the Berne Witness, Barb Engle, Part-time Deputy Clerk-Treasurer, Anne Razo, and Silas Hildebrand.

The Clerk-Treasurer had emailed the minutes of the April 21, 2020 meeting. Coshow made a motion to approve the minutes. Fullenkamp seconded the motion. Motion carried.

Jeremy Gilbert, Operations Manager discussed the contract with Butler, Fairman & Seufert (BF&S) for the 2020 Community Crossings Matching Grant for the repaving of various streets. BF&S would do the engineering portion, assist with bid documents, construction inspection, and also the final close out paperwork for the grant at a cost not to exceed \$28,000. Coshow made a motion to hire BF&S to do the engineering portion, assist with bid documents, construction inspection, and the final close out paperwork for the 2020 Community Crossings Matching Grant as they had done for the previous grant at a cost not to exceed \$28,000. Seconded by Fullenkamp, the motion was adopted. Gilbert noted this would be paid from the Local Road and Street Fund.

Operations Manager, Jeremy Gilbert received a Change Order from ESL-Spectrum to add GFI outlets to the new light poles to be used for the Second Street Streetscape Project from Madison St. to Jefferson St. Permission to purchase the new light poles had been granted at the April 21, 2020 meeting and Coshow had inquired about adding the electrical outlets. Gilbert had contacted the manufacturer of the new light poles and learned the outlets could be added at a cost of \$170 for each of the twelve (12) poles for a total of \$2,040. Coshow felt the addition was a good idea and Gilbert also noted he felt it was a wise investment. Coshow made a motion to approve the Change Order to ESL-Spectrum of \$170 per pole for the added outlets at a total cost of \$2,040. Seconded by Fullenkamp, the motion was adopted.

Mayor Rickord shared that with the Governor's proposed 5 Stage Plan, the City could reopen next week, but a local plan had to be adopted. Items Mayor Rickord suggested for the plan regarding the guidelines for the employees would include such things as the following: a self-evaluation each morning, social distancing, masks, masks used if two (2) individuals were sharing a car, having sanitizer and appropriate items in a car for alternate day usage, no large gatherings for meetings, someone designated to sanitize items in each department, providing the needed PPEs, customers practicing social distancing with only one (1) entering at a time and having notification of area so they are not standing too close. City Attorney, Tim Baker noted that having looked at the Governor's Plan

the steps are outlined as presented by Mayor Rickord. City Attorney, Tim Baker noted the plan needs to be shared with the employees and the public. It was noted the City has the option to decide when it wants to re-open, but must follow the Governor's Executive Order. However, the City could be more restrictive than the State Guidelines. Coshow noted he felt the City needs to get back to work as soon as possible and that Mayor Rickord should have permission to open the doors as he sees fit. Coshow made a motion to allow Mayor Rickord to produce a plan for reopening City buildings. Seconded by Fullenkamp, the motion was adopted. During the discussion regarding the motion it was noted several had watched a webinar which emphasized the importance to listen to the employees and address any fears of the COVID-19.

City Attorney, Tim Baker shared that an ordinance would most likely be needed to end the local emergency policies adopted in response to the Governor's emergency orders, which he felt would likely be extended to July 3, 2020. It was also noted that if there is an increase of cases or hot spots, all could change.

Bob Shraluka of the Decatur Daily Democrat asked for a copy of the plan so it could be published in the Decatur Daily Democrat.

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

Adjournment was at 6:21 P.M.