

City of Decatur
Board of Public Works & Safety Minutes
May 17, 2022

The City of Decatur Board of Public Works and Safety members met on Tuesday, May 17, 2022 at 6:00 P.M. at Riverside Center, 231 E. Monroe Street, Decatur. Members present were Craig Coshow, Tyler Fullenkamp, and Mayor Dan Rickord. Also present were Clerk-Treasurer Phyllis Whitright and City Attorney Anne Razo.

The location of the meeting was moved from City Hall to Riverside Center. A notice was posted and the media had been notified at least 48 hours prior to the meeting.

The Clerk-Treasurer had emailed the minutes of the May 3, 2022 meeting. Fullenkamp made a motion to approve the minutes. Seconded by Coshow, the motion was adopted.

The first item on the agenda was the contract for the Pine Valley Lift Station Rehabilitation project between the City and American Pump Repair & Service, Inc. in the amount of \$114,775.00. City Attorney Anne Razo noted she had reviewed the contract and it is ready for approval. Fullenkamp made a motion to approve the contract with American Pump Repair & Service. Seconded by Coshow, the motion was adopted. This project will be paid from the Sewage Operating Fund.

Next on the agenda was the engineering contract with Commonwealth Engineering, Inc. for the Wastewater Treatment Plant sewer outfall 001 to the St. Mary's River. Commonwealth will evaluate the need to potentially upsize the pipe due to the current requirements to release 7.1 million gallons during a rain event along with any needed permitting, bidding requirements and construction. The engineering cost totals \$30,000.00. Commonwealth Engineering Project Manager, Ben Adams shared that he had met with Wastewater Superintendent Karey Fuelling and changes had been made to the contract as requested by City Attorney Anne Razo. Coshow made a motion to approve the engineering contract with Commonwealth for the Wastewater Treatment Plant outfall, and authorize the Mayor to sign the contract. Seconded by Fullenkamp, the motion was adopted. This project will be paid from the Sewage Operating Fund.

Bill Carpenter, Assistant Water Superintendent shared that the bids for painting and repairs to the Piqua Road Water Tower received at the May 3, 2022 meeting had been reviewed. Carpenter along with Paul Spitzley, Project Manager from Dixon Engineering had also reviewed the bids and recommended accepting the lowest bid from L.C. United Painting Co., Inc. at \$127,000.00. It was noted that the tower will have a different color scheme and include the Bellmont School logo. The time frame for the work will likely be from June through August, 2022. Coshow made a motion to accept the low bid from L.C. United Painting and authorize the Mayor to sign the Notice of Award. Seconded by Fullenkamp, the motion was adopted.

Assistant Water Superintendent Bill Carpenter shared that City Utilities currently has a contract with Accruent for asset management software for three users, but is requesting to add a 4th user, Jeremy Jones who is the City Mechanic to help track vehicle maintenance. Accruent will also have training for the mechanic and the water department employees. Carpenter informed the Board of Works members that it is necessary to have Asset Management to apply for grants. The cost to add an additional user is \$700/year, and the training is estimated to be \$2,000-\$3000. Fullenkamp made a motion to approve the additional user and training and to authorize the Mayor to sign the contract with Accruent. Seconded by Coshow, the motion was adopted.

Carpenter next sought permission for the Water Department to begin the hiring process to replace John Baker who plans to retire in July, 2022. Coshow made a motion to proceed with the hiring process to fill John Baker's position in the Water Department. Seconded by Fullenkamp, the motion was adopted.

Fire Chief Jeff Sheets appeared before the Board seeking permission to hire a paid on-call person to fill one (1) of the two (2) openings on the fire department. Chief Sheets shared that Derek Schultz who currently works for the Adams County EMS is the recommended person for the position. Fullenkamp made a motion to allow Chief Sheets to proceed with the hiring of Derek Schultz to fill the paid on-call position. Seconded by Coshow, the motion was adopted.

Curt Witte, Building and Zoning Superintendent appeared before the Board regarding a request to condemn the property at 312 S. First Street in order to tear it down. The property is listed under Craig's Automotive owned by Craig Gilbert. Witte reported that the foundation is in bad shape with numerous cracks and is empty and has no utilities hooked up and no inside fixtures. Witte noted that it would cost more to rehab the foundation than the house is worth. If the City is allowing the demolition, the owner would be billed for the cost. When asked, Operations Manager Jeremy Gilbert commented that he agrees the house needs to be torn down. Coshow made a motion to allow Building and Zoning Superintendent Curt Witte to condemn the home at 312 S. First Street and to demolition the home pending owner signs a contract that they are responsible for the disposal cost of the demolition. Seconded by Fullenkamp, the motion was adopted.

Curt Witte, Building and Zoning Superintendent next informed the Board of a code enforcement issue with Matthew Hammond, owner of the property at 329 N. Third Street. Witte shared that the first complaint regarding tall weeds, trash and debris had been received on April 5, 2021. From that date through May 11, 2022 many attempts had been made with the owner and many visits to the location had resulted with little or no action to remedy the problem. In fact, it became worse instead of better. Mr. Hammond was in attendance and when asked by Mayor Rickord what timeline he needed to get the property cleaned up, and suggested for help from church groups. Mr. Hammond agreed to have the property cleaned up by June 13, 2022. If the property is not cleaned up by this date, then the City will clean up the property and bill the owner.

Building and Zoning Superintendent Curt Witte mentioned to the Board that when the City does clean up properties, the City stores items for thirty (30) days. Witte suggested that possibly for the City to rent a storage unit and then invoice the property owner for the use of the storage unit for the 30 days and also bill the owner for the disposal fee. No decision was made at this time, but is something for the Board to discuss at a future meeting.

The last item on the agenda was regarding the flood buyout of a home owned by Jan and Susan Smith. Normally the City has possession of the property on the day of closing, which was on May 12, 2022. However, the Smith's needed additional time to move. An Indemnity Agreement had been prepared and signed by the Smith's to permit them to retain use and possession of the property at 915 Mercer Avenue through May 31, 2022. Fullenkamp made a motion to make the Indemnity Agreement a matter of record. Seconded by Coshow, 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 6:32 P.M.