

CITY OF DECATUR
BOARD OF PUBLIC WORKS & SAFETY MINUTES
JUNE 21, 2016

The City of Decatur Board of Public Works and Safety members met on Tuesday, June 21, 2016 at 6:00 p.m. at City Hall in Council Chambers 172 N. 2nd Street. Members present were Cam Collier, Bill Karbach, and Mayor, Ken Meyer. Also present was Clerk-Treasurer, Phyllis Whitright and Attorney Scott Ainsworth filling in for City Attorney, Tim Baker who was not able to attend the meeting.

The Clerk-Treasurer emailed the minutes from the June 7th meeting. There were no corrections. Collier made a motion to approve the minutes. Karbach seconded the motion. Motion was unanimous.

Police Chief, Greg Cook informed the Board members that he is soliciting quotes to replace the central air conditioning unit at the former police station on 3rd Street, but only received one quote at this time. The Mayor checked on possibly using window air conditioners, but Councilman Tyler Fullenkamp, who also owns Kampman's Renovations suggested not to use window air conditioners, but possibly as a temporary fix to use portable air conditioners, which cost an estimated \$400 and covers approximately 500 square feet. Board member, Bill Karbach recommended replacing the central air conditioning unit, since the building is still in good condition and can be used for other purposes in the future. Jeremy Gilbert, Supt. for the Parks Department commented that the building can be used long term for the Parks Department. Attorney, Scott Ainsworth advised the Board if the City desires to transfer the property to the Parks Department, a warranty deed is all that would need to be done, since the agreement is between two governmental entities. Board member, Cam Collier made a motion to give the Police Chief permission to move forward with replacing the central air conditioning unit after he receives another quote, and authorize the purchase not to exceed \$3,700.00. Karbach seconded the motion. Motion carried. Mary Byer of the North Adams Arts Council (NAAC), who is leasing the building from the City remarked that they had to cancel classes, due to having no air conditioning. Byer questioned if the rent/utilities lease payment should continue. She was instructed the lease agreement automatically renews, until either party requests to terminate the lease in writing. Community Coordinator, Melissa Norby requested if the NAAC could use Riverside Center until the air conditioning is replaced. To use Riverside Center would need Park Board approval. The Police Chief was directed to inform the Mayor after he receives the second quote to provide him with a timeline of when the central air conditioning system will be completed and then he will contact the NAAC.

Council members, Craig Coshow, Matt Dyer, Tyler Fullenkamp and Wylie Sirk attended the meeting.

Utilities Director, Dan Rickord presented a report for a proposed water rate increase. Rickord contacted the State Board of Accounts who informed him a rate increase can be done without a rate study. Rickord provided a 10%, 12% and a 15% proposed increase. Rickord recommended a 15% increase until a new bond can be issued next year. This rate increase would allow the water utilities to make some necessary improvements, and not have a shortfall of income. The report also showed the impact the rate increase would have to users, ranging from \$1.29 to \$3.20 per month. Rickord informed the members that a firm has been hired to do a feasibility study to see where a new water plant can be constructed. Operations Manager, Jeremy Gilbert

commented that the last water utility rate increase was in 2009, and explained how necessary the rate increase is for the City to stay ahead of the many projects that need to be done. Members were directed to review the information provided to them and act upon the rate increase at the next meeting on July 5th.

At the previous meeting, the Police and Fire Chief were given permission to add one more staff to their departments. The Police Chief, Greg Cook informed the members that it's too late to apply for a grant this year for an officer. Cook also mentioned he will have one officer attending the Academy soon, and another officer may be leaving to take another police position in Fort Wayne. The Police Chief mentioned at some point he would like to add one more officer to each shift. The Mayor informed him only one staff member has been approved at this time, if he can cover the cost to reflect additional staff in his budget, then it can be reviewed at that time. The Mayor reported he and the Clerk-Treasurer met with the Police and Fire Chief to go over the LOIT-Public Safety budget for 2017. Fire Chief, Les Marckel handed out a proposed budget. Members discussed budgeting options between the Police and Fire Departments general budgets and the LOIT-Public Safety budget. By consensus, the Police and Fire Chief were instructed to prepare their budgets and provide them to the Clerk-Treasurer to review with the Mayor and then will be presented to council for final approval.

Operations Manager, Jeremy Gilbert requested directions on ordering recycle bins to be provided to the residents wanting to participate in curbside recycling. Gilbert has solicited quotes. The cost for an 18 gallon bin with lid is approximately \$13. By consensus, Gilbert was directed to order 800 of the 18 gallon bins, which will be paid from the Sanitation department.

There being no further business, Karbach made a motion for adjournment. Collier seconded the motion. Motion carried. The meeting was adjourned at 7:18 p.m.