

City of Decatur
Board of Public Works & Safety Minutes
July 17, 2018

The City of Decatur Board of Public Works and Safety members met on Tuesday, July 17, 2018, at 6:00 P.M. at City Hall in Council Chambers, 172 N. Second Street. Members present were Councilman Bill Karbach, Craig Coshow, and Mayor Ken Meyer. Also present were City Attorney, Tim Baker and Clerk-Treasurer, Phyllis Whitright.

The Clerk-Treasurer had emailed the minutes from the July 3, 2018 meeting. Karbach made a motion to approve the minutes. Meyer seconded the motion. Motion carried.

Karbach made a motion to make a matter of record the publication of a Public Hearing for July 17, 2018 for input regarding the authorization to get appraisals for the former Decatur Casting site. Seconded by Coshow, the motion was adopted.

Coshow made a motion to suspend the Board of Public Works and Safety meeting for the purpose of a Public Hearing. Seconded by Karbach, the motion was adopted.

Coshow made a motion to open the Public Hearing in order to take any input in regards to proceeding to get appraisals for selling the former Decatur Casting site. Seconded by Karbach, the motion was adopted.

It was shared that the area of the former Decatur Casting site included an area used for a cell tower. It was noted that anyone interested in purchasing the site would not be interested in the area used for the cell tower. Thus, the site should be made into two (2) parcels and appraisals would be sought for each of the two (2) parcels. There being no public input, Karbach made a motion to close the Public Hearing. Seconded by Coshow, the motion passed.

Karbach made a motion to reconvene the Board of Public Works and Safety meeting. Seconded by Coshow, the motion was adopted.

Karbach made a motion to approve getting appraisals for the former Decatur Casting site and to recommend such action to the City Council. Seconded by Coshow, the motion was adopted.

Discussion next was the amount due from former police officer Julie McConnell per the employment contract she had signed when becoming a police officer and then resigned. It was noted she originally owed \$3,295.80 for cost incurred by the City. She had made two payments in 2016 and one payment in 2017 totaling \$500.00, leaving a balance of \$2,795.80. Karbach made a motion to give McConnell a year to fulfill her obligation to the City with monthly payments of the suggested amount of \$232.98 and if she is not comfortable with that she is to work out other arrangements to make consistent payments. Seconded by Coshow, the motion was adopted.

Anne Butcher, Wastewater Superintendent had given a letter to the Mayor recommending to change job titles and increase the hourly rate for employees Luke Harvey, Josh Butler, and Tom Barker. She noted Luke Harvey has passed the IDEM testing for a Wastewater Class III certification, and now qualifies him for the Plant Operator (certified) hourly rate of \$19.43 per hour. For Josh Butler and Tom Barker with their time and experience in the Wastewater Department she requested they both be classified as Operator Level I, with a pay rate of \$18.40

per hour. Karbach made a motion to make the title and hourly rate change for Luke Harvey, Josh Butler, and Tom Barker a matter of record. Seconded by Coshow, the motion was adopted.

With the July 18, 2018 deadline to accept the option to purchase the property at 134 N. First Street. Coshow made a motion to exercise the option to purchase the real estate and authorize Mayor Meyer to sign the agreement, and authorize the Clerk-Treasurer to email the signed agreement to Micah McWilliams no later than July 18th for his signature. Seconded by Karbach, the motion was adopted.

Councilmen Matt Dyer, Tyler Fullenkamp, and Wylie Sirk joined the remainder of the Board of Works meeting for discussion and information purposes only.

Melissa Norby, Community Development Director shared about an Our Town grant funded by the National Endowment for the Arts. The funds available range from \$100,000 to \$1 million. The monies can be used for a wide variety of art activities such as programs or employees. Grant requests are due September 1, 2018 to apply. Karbach made a motion to allow Norby to explore and proceed with the grant proposal. Seconded by Coshow, the motion was adopted.

Jeremy Gilbert, Operations Manager, and Tobias (Toby) Steffen of Butler, Fairman, and Seufert, Inc. (BF&S) appeared before the Board regarding the hiring of BF&S to assist in seeking funds for the Community Crossing Matching Grant Program. INDOT allows up to a \$1 million in grant funds. If received, the City could do much more paving next year. Mr. Steffen shared how he would provide expertise in preparing the grant by providing Phase 1- Asset Management Plan and providing information to show the need. The cost for this assistance from BF&S is \$9,910.00. BF&S would be responsible for getting all forms completed in a timely manner and make certain the City would get the most funds. The City Attorney requested amendments to the contract presented, to add to page 4 under General Liability that the owner "City" shall be named as an additional insured as its interest may appear, and also page 6 under Disputes to add the wording pursuant to the Indiana Rules of Civil Mediation. Coshow made a motion to proceed with hiring Butler, Fairman, and Seufert and authorize Mayor Meyer to sign the contract with changes as suggested by City Attorney Tim Baker. Seconded by Karbach, the motion was adopted. The contract was then signed with the noted changes so work could get started.

A discussion took place on whether or not to have no parking on the east or west side of 9th Street from Monroe Street to Nuttman Avenue, due to easier access for fire trucks and snow plows. It was suggested to allow parking on the west side, since there is more room to park and the property owners on the east side have access from the alley to parking behind their properties. Karbach made a motion to direct City Attorney, Tim Baker to proceed with the writing of an ordinance to have no parking on the east side on 9th Street from Monroe Street to Nuttman Avenue. Seconded by Coshow, the motion carried.

Fire Chief, Les Marckel and Deputy Fire Chief, Jim Hitchcock appeared before the board to seek additional pay for the full-time firefighters comparable to the \$2,500 that was added to the Police base in 2014. He noted that the current base would be a differential of \$2,784. He shared that for 40 years the police and fire were equal on the base and benefits. Hitchcock handed out a comparison of area departments about the same size as Decatur that showed base salaries for Police and Fire. Marckel noted the staff is doing a lot of work maintaining the building and equipment rather than having to hire it done, saving the City money. Karbach shared the City has been losing Police Officers to other cities because of pay, yet the Fire Department is having success in hiring as he is not aware of any firemen going to other cities.

Mayor Meyer reported the additional base pay increase being sought would cost approximately \$71,936, with some firefighters to receive a 13% raise. The Clerk-Treasurer also informed the members that the increase will also reflect the Pensioners pay that are still on the “old” Fire Pension Plan, which the City pays the cost up front, but does get reimbursed by the State. Coshow noted he knows staff does a lot of work to save funds and he recommended a tier-like process for a couple of years. Karbach made a motion to direct the Clerk-Treasurer, Phyllis Whitright to calculate the differential amount between Police and Fire’s base pay over two (2) years for the 2019 and 2020 budgets. Seconded by Coshow, the motion was carried.

Councilman Tyler Fullenkamp noted that in the future, the City may need to look at the cost to the Fire Department having to make more runs due to being first responders.

Utilities Auditor, Kevin Hackman reported the Utility Asset Management Software and Capital Improvement Plan agreement from American Structurepoint will be presented with the amendments at the August 7th meeting.

Curt Witte, Building and Zoning Superintendent requested to allow his department to accept credit card payments for various permits and fees through PayGOV.US, LLC. This is the same company the Utilities office uses. Karbach made a motion to allow the Building and Zoning Department to take credit card payments. Seconded by Coshow, the motion was adopted.

City Attorney, Tim Baker shared he had finally received a letter from Attorney William Ramsey of Barrett-McNagny noting the dismissal with prejudice regarding the Ed Gage action against the City regarding the disannexation of his property. Karbach made a motion to make the Court Order of Dismissal with prejudice a matter of record. Seconded by Coshow, the motion was adopted.

It was shared that AEP has requested an easement along Jackson Street near the City’s storage tank, but the request did not include any suggested compensation for the easement. Coshow made a motion for the Operations Manager, Jeremy Gilbert to check into the compensation situation, and give permission for the Mayor to sign once he receives clarity on compensation. Seconded by Karbach, the motion was adopted.

Mayor Meyer was notified by Matt Vondron from NIRCC regarding the closing out of the St. Mary’s Nature Preserve Grant. The grant required the properties have restrictive covenants with Land and Water Conservation Fund Act and Pre-Disaster Mitigation Grant Program. The City is to deed the area to the Decatur Park and Recreation Department. The deed consolidates all three properties into one, the Nature Preserve and two flood buyout properties. A legal description for the Nature Preserve is needed, which the City Attorney will research. Karbach made a motion to approve the Warranty Deed and authorize Mayor Meyer to sign such. Seconded by Coshow, the motion was adopted.

Karbach made a motion to make the resignations letters a matter of record from employees Zach Blum, who resigned on July 16th as a machine operator from the Water Department, and Josh Sefton, who resigned on July 16th as the forester from the Street Department. Seconded by Coshow, the motion passed.

Councilman Dyer had invited a couple living at the corner of Walnut and St. Mary’s Street to attend the meeting as they had a problem with code enforcement. They have demolition derby cars as a hobby and are continually being cited by Code Enforcement for having unlicensed and uninsured vehicles on their property. The Code Enforcement Officer has been

receiving complaints from the neighbors. The Board listened to the couple and Attorney Baker informed them that the cars are a violation to the City's ordinance and suggested to find another location to park and work on their demolition cars. The Mayor remarked that unfortunately these types of cars can't be in city limits.

There being no further business to be brought before the Board, Coshow made a motion to adjourn. Seconded by Karbach, the motion was adopted.

Adjournment was at 7:30 P.M.