

City of Decatur
Board of Public Works & Safety Minutes
October 16, 2018

The City of Decatur Board of Public Works and Safety members met on Tuesday, October 16, 2018, at 6:00 P.M. at City Hall in Council Chambers, 172 N. Second Street. Members present were Craig Coshow, Bill Karbach 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 October 2, 2018 meeting. Coshow made a motion to approve the minutes. Karbach seconded the motion. Motion carried.

Kevin Hackman, Utilities Auditor, and Bill Carpenter, Water Asst. Superintendent, appeared before the Board regarding the Request for Qualifications (RFQ) for the Water Treatment Improvements Projects, Guaranteed Savings Contract. It was shared the request for proposals were received from Kokosing, Thieneman, Wilhelm, and Bowen. It was stated that Hackman, Carpenter, Operations Manager, Jeremy Gilbert, and Civil Infrastructure Manager, Don Bergdall had reviewed and scored each proposal; and Bowen and Kokosing became the top two (2) firms. It was shared they had talked with communities that had worked with both, and it was found that Bowen had done a lot more water projects. Thus, Bowen had more experience in what the City is doing. Upon recommendation of Hackman and Carpenter, Karbach made a motion to approve the recommendation to use Bowen as the Provider to complete a Guaranteed Savings Contract. Seconded by Coshow, the motion was adopted.

Utilities Auditor, Kevin Hackman then presented a 5-year write-off list of past due utilities accounts, which totaled \$21,053.64. It was noted that there will be four (4) more years of write-offs, but the amount should decrease as a result of the new ordinance. Hackman shared that those with delinquent bills have been sent to collections, and if the customer wants city services again, they will have to pay the delinquent amount and the collections costs. Coshow made a motion to authorize the Utilities Auditor to proceed with the write-offs. Seconded by Karbach, the motion was carried.

Utilities Auditor, Kevin Hackman gave an update noting he had sent 389 letters to landlords as per the new utility ordinance. He received 106 responses and has 130 signed forms. He noted twenty (20) letters had been returned because of wrong addresses.

Mayor Meyer inquired if the Utilities Auditor, Kevin Hackman had received any information regarding the recent newspaper article announcing that Becky Cochran, CPA, had been hired to do the utility billing for the Adams County Regional Sewer District. Hackman commented that currently the ACRSD has a contract with the City to provide these services, the last he read in the newspaper was that the contract will end the first of the year, and he had no additional information.

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

Curt Witte, Building and Zoning Superintendent appeared before the Board regarding homes which needed to be cleaned up. The first home is at 1003 Schirmeyer had been cited for rubbish violation, but nothing has been done. Letters were sent on October 3, 2018 to the owner, John Hart and the tenant, Steve Pruitt. This property has been served notices to abate from 2016 to 2018. Coshow made a motion to proceed with the City removing the trash and billing the owner for the work and disposal. Seconded by Karbach, the motion was adopted.

The second location brought up by Witte was 1046 Line Street. A letter had been sent on October 3, 2018 to David & Julia Rash. Code Enforcement Officer, Karbach shared he had driven by the property, and a lot of the cleanup has been done with only a pickup truck having trash in it. By consensus, Board members instructed Witte to contact the owner the trash in the pickup truck also needs to be removed within 30 days.

The third property is at 513 Marshall Street, which is owned by David Heyerly. Witte shared Heyerly and the resident on the other side of 513 Marshall had agreed to buy the home, demolish it, and then share the lot. However, the neighbor reneged on the deal after Heyerly put up the money. Heyerly had received information that it would cost \$22-23,000 to demolish the home and he could not afford that. If the City would demolish the home, Operations Manager, Jeremy Gilbert estimated the cost would likely be \$10-15,000 and equipment would need to be rented to do the demolition, which could cost approximately another \$3,000, and that the work couldn't be done until 2019. Witte recommended that Heyerly board up the windows for safety reasons, and to appear before the Board to explain the situation. It was discussed that the Unsafe Building fund could be used for some of these expenses. Coshow made a motion for Witte to notify Mr. Heyerly to board up the windows, and to come before the Board in a month (November 20, 2018) to discuss what the owner can pay for possible demolition of the property. Seconded by Karbach, the motion was adopted.

The two homes on Schirmeyer Street (710 and 904) discussed at the September 18, 2018 meeting were brought up. It was noted title searches are being done as there are no living relatives, and the last owner on record was Dutch, LLC out of Wyoming. It was shared that Curt Witte, Mayor Meyer, City Attorney Tim Baker, and Code Enforcement Officer/Board of Works member Karbach had met with officials in Huntington, Indiana who had taken down over 100 homes or unsafe buildings. They shared their process which is very similar to what the City has done at Cottonwood Estates. Witte shared he is using State contacts to get information regarding the necessary process to be followed. He also shared he is looking into Blighted Housing Grants.

Having studied the salt bids received at the October 2, 2018 meeting, Operations Manager, Jeremy Gilbert recommended the acceptance of the bid from Detroit Salt Company for street salt at \$97.49 per ton and the bid from Midwest Salt for conditioning salt at \$116.66 per ton for the year 2019. Coshow made a motion to accept the bids as recommended by Gilbert. Seconded by Karbach, the motion was adopted.

The agreement between the City and NK Holdings, LLC regarding demolition, removal and disposal of all structures in Cottonwood Estates mobile home park on 13th Street was next considered. Operations Manager, Jeremy Gilbert noted work had begun on Monday and a total of 6 ½ dumpsters of mobile homes had been removed in two days. He estimated that if things continue and Bunn is able to keep working as of today, the work could be completed in 13 days. All residents are to be out by Friday and utilities will be shut off on Friday. Gilbert shared there are 41 trailers and about 10 small structures to be demolished. There is one small block building that will stay. Curt Witte, Building and Zoning Supt. noted some inquiries have been made regarding the property and that the individual is waiting for information from the State regarding the property. Gilbert shared the previous contractor who demolished the trailers had broken water lines which were under the debris, thus, the reason Mr. Kos was having large water bills. All expenses will be paid from an escrow account setup for Mr. Kos. Coshow made a motion to make the agreement between the City and NK Holdings, LLC a matter of record. Seconded by Karbach, the motion was adopted.

Mayor Meyer shared the School Resource Officer, Trent Busse was now full-time at the school as of October 8, 2018. North Adams will be billed in June and December and they will pay 70% of Officer Busse's salary, including benefits. Coshow made a motion to make the School Resource Officer contract a matter of record. Seconded by Karbach, the motion was adopted.

Discussion was held regarding the November 6, 2018 meeting as it is Election night. By consensus, it was decided to have the meeting as scheduled on November 6, 2018.

Councilman Dyer asked Operations Manager, Jeremy Gilbert when the sidewalks would be repaired from the taps installed along Second Street. Gilbert informed him repairs will be done in the next few weeks.

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 7:08 P.M.