

City of Decatur  
Board of Public Works & Safety Minutes  
November 4, 2019

The City of Decatur Board of Public Works and Safety members met on Monday, November 4, 2019 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.

Karbach made a motion to make a matter of record the posting and notification to the media of the meeting date change from Tuesday, November 5, 2019 to Monday, November 4, 2019. Seconded by Mayor Meyer, the motion was adopted.

The Clerk-Treasurer had emailed the minutes from the October 15, 2019 meeting. Karbach made a motion to approve the minutes. Mayor Meyer seconded the motion. Motion carried.

Kevin Hackman, Utilities Auditor appeared before the Board and shared that while he had been doing some meter reading, he found some discrepancies, and will billing the customer on their average usage, and should have current reading in three months. Hackman had contacted the State Board of Accounts and they told him to approach the Board of Public Works and Safety members for approval to continue the process he had been following. Karbach made a motion to allow Hackman to continue the process he is currently doing as suggested by the State Board of Accounts. Seconded by Mayor Meyer, the motion was adopted.

Kevin Hackman, Utilities Auditor reported that he had ordered 325 meters to replace current meters to allow for drive-by readings of the meters. Hackman is hoping to have all meters be drive-by meters within a year and half. These meters will be changed out by City employees. Hackman also informed the Board members that he will not fill the meter reader position at this time, since he and a couple current employees have filled in for the employee who had recently resigned.

Kevin Hackman, Utilities Auditor brought forth the agreement with Midwestern Engineers to proceed with the Phase 2 of the Water Utility Improvement project. Phase 2 includes renovating the existing Winchester Street Water Treatment Plant, rehabilitation of the Berne Raw Water Main and extension of the Winchester Road Water Main. Phase 2 for engineering services will not exceed a lump sum fee totaling \$490,000.00. Invoicing from Midwestern Engineers will not be sent until the bonds are sold. The City Attorney recommended a letter be given to Crowe, the City's financial advisor and Tom Pitman, the City's bond counsel for the Water bonds for this Phase of the project. A rate study will need to be done before doing the bonds. Coshow made a motion to authorize Mayor Meyer to sign the Notice to Proceed with Midwestern Engineers for Phase 2 of the Water Utility Improvements. Seconded by Karbach, the motion was adopted. It was noted the minimum water utility bill will increase approximately \$6.71.

Kevin Hackman, Utilities Auditor reported an agreement had been reached with NIPSCO to extend gas line to the new water plant at 2712 East 600 North. There will be no charge from NIPSCO to extend the line. Coshow made a motion to authorize the Mayor to sign the agreement with NIPSCO to supply gas service for the new water plant. Seconded by Karbach, the motion was adopted.

Curt Witte, Building and Zoning Superintendent and Fire Chief, Les Marckel appeared before the Board regarding the new position of a Fire Marshal/Assistant Building Superintendent.

They suggested the individual be brought in at a lower salary and awarded a salary increase for each of the five (5) certificates they will be required to pass. They were also concerned regarding the need for repayment if the employee leaves within a certain time. The salary proposed is \$1,000 for each certification and Witte and Marckel must approve the pursuing of each certification. Each test costs \$200 for which they will be required to pass and is a timed test which is not easy. Coshow made a motion for Witte, Marckel, and City Attorney, Tim Baker to work on contractual agreement regarding payback if the individual leaves the position in an untimely manner. Seconded by Karbach, the motion was adopted.

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

Curt Witte, Building and Zoning Superintendent had cited a property for rubbish at 928 Schirmeyer Street since March, 2019. Witte outlined the steps he had taken. However, the situation is made more difficult since the owner, Kenneth Fryback, is in prison. Renters Paul and Diane Kentron have been living in the home without electricity and water as they are behind on the utility bill and the water was turned off. It was also shared they did pay the utility bill and had begun some clean up. Witte had left a notice on October 9, 2019 asking for the Kentron's to call him, but no return call was received. On October 23, 2019, a letter was sent to Kenneth Fryback with November 22, 2019 being the expiration date for clean up. Code Enforcement Officer, Bill Karbach mentioned that all the siding had been removed from the home and that the Kentron's have actually been living in a tent in the yard. City Attorney, Tim Baker remarked that the situation is complicated as the owner is in prison, as it would be difficult to get Mr. Fryback to court. Attorney Baker also noted that often prisoners authorize someone as their power of attorney. Attorney Baker suggested that it might be possible to check with the prison to see what it would take to get Mr. Fryback out of prison in order to attend any court proceeding. More discussion will take place at the next meeting.

Karbach made a motion to make the Certificate of Appointment for Corey Hamm as Sergeant of the Decatur Police Department effective October 23, 2019 a matter of record. Seconded by Coshow, the motion was adopted.

Don Bergdall, Civil Infrastructure Manager appeared before the board with quotes for an emergency sewer repair on Third Street north of Adams Street. He requested quotes from Fleming Excavating and Bercot, but only Fleming responded with an amount. The quote from Fleming was \$27,000 for 58 feet of sewer line to be replaced. Bergdall reported that if the repair was not made, the road would collapse. Fleming could begin working the second week in November as they have measured everything and ordered the needed materials. Coshow made a motion to proceed with the quote of \$27,000 from Fleming Excavating, Inc. and allow Bergdall to go ahead with the emergency work, and to also take care of the tap at an estimated cost of time and material to be \$5,000-\$6000. Seconded by Karbach, the motion was adopted.

Bergdall also requested additional help in the near future with inspecting the storm sewers. Mayor Meyer suggested perhaps a person could be shared for meter reading, the wastewater department and the storm and sewer departments. Bergdall noted he had help from an employee from the Wastewater department, but didn't want to short their department. City Attorney, Tim Baker suggested that Kevin Hackman, Karey Fuelling, Don Bergdall, Mayor Meyer, and Clerk-Treasurer, Phyllis Whitright work together for a possible solution.

Coshow made a motion to make a matter of record the retirement letter from Sharon Braun regarding her retirement from the Building and Zoning Department effective October 31, 2019. Seconded by Karbach, the motion was adopted.

Change Orders #6 and #7 from Fleming Excavating, Inc. for the Hanna Nuttman Project were presented. Change Order #6 was for \$259.50 for equipment and overtime hours to haul stone, and Change Order #7 was for \$30,295.60 for hauling 3,275.20 tons of stone. Karbach made a motion to accept Change Orders #6 and #7. Seconded by Coshow, the motion was adopted.

Jeremy Gilbert, Operations Manager appeared before the board to give an update regarding the financial picture for the Hanna Nuttman Project. He noted the hope is to keep moving and complete as much as possible. Gilbert noted the fence and back stop bids did not include the foul poles and bases, which are estimated to cost \$22,277. He would like to purchase and install the fence cap for the homerun fences with the City workforce to install the fence cap there would be approximate savings of \$2,000. Gilbert had talked with several local construction groups over the last month and has had some very good offers from these local people. Gilbert plans to finalize the concession building design and go through the quote process for the two buildings. Financially, Gilbert noted approximately \$149,000 in pledges are to be received yet this year. \$340,000 was set aside for 2020, and approximately \$489,000 is available in 2019. It was noted that all of Phase 1 could be completed with what is to come in and what is budgeted for in 2020. The netting and fencing work has an estimated time of 6-8 days for each diamond. Karbach made a motion to continue moving forward with getting individual quotes for future work at Hanna Nuttman. Seconded by Coshow, the motion was adopted.

Mayor Meyer had met with a representative from MKM architecture +design regarding the completion of The HIVE area of the Second Street Lofts. With changes in the specs there would likely be local contractors wanting to provide quotes and would likely be \$150,000 or less. Thus, Mayor Meyer suggested they go that route rather than asking Curt Witte, Building and Zoning Superintendent, to set the specs and seek various quotes.

Rod Renkenberger, Director of the Maumee River Basin Commission (MRBC), was on hand to share that the 2017 FEMA grant for flood acquisition is now being worked through and four (4) homeowners have now expressed interest which would bring a need for a 2019 Grant Proposal. The cost would be \$499,200 with FEMA paying 75%. The value of homes have gone up 15%. Local cost would be \$124,800 with the MRBC paying \$62,400, \$31,500 in-kind from the City to have the City Street Department demolish the homes, and \$30,900 being the cash match funds from the City. Coshow made a motion to approve the proposal with final approval from City Council. Seconded by Karbach, the motion was adopted.

Jeremy Gilbert, Operations Manager appeared before the Board regarding the purchase of a truck for Parks & Recreation. Gilbert mentioned he has money in the budget, but will need to do some transferring of funds to make the purchase. He will make the purchase through the State bid process through Fort Wayne at a cost of approximately \$32,105. The Water Department is also in need of a truck, which is estimated at \$27,602. Karbach made a motion to give Gilbert permission to purchase a truck for Parks & Recreation and for the Water Department. Seconded by Coshow, the motion was adopted.

Clerk-Treasurer, Phyllis Whitright presented the holiday schedule for 2020, which included 13 holidays. Karbach made a motion to approve the 2020 holiday schedule. Seconded by Coshow, the motion was adopted.

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

Adjournment was at 7:27 P.M.