

City of Decatur
Board of Public Works & Safety Minutes
November 15, 2016

The City of Decatur Board of Public Works and Safety members met on Tuesday, November 15, 2016, at 6:00 P.M. at City Hall in Council Chambers, 172 N. Second Street. Members present were Cam Collier, Bill Karbach, and Mayor Ken Meyer. Also present were City Attorney, Tim Baker and Clerk-Treasurer, Phyllis Whitright.

The Clerk-Treasurer emailed the minutes from the November 1, 2016 meeting. There were no corrections. Karbach made a motion to approve the minutes. Collier seconded the motion. Motion carried.

Collier made a motion to make the legal notice regarding the advertising of a grass truck for the fire department a matter of record. Seconded by Karbach, the motion carried.

Only one bid had been received for the grass truck. Fire Chief Les Marckel and Assistant Chief Jim Hitchcock shared the process that had been used in setting the specifications for the vehicle. The bid received from First Attack, Inc., Waterloo, Indiana had not been submitted on the proper form--Form 96--so the bids will need to be re-advertised. The next opportunity to open bids could be December 6, 2016 if the posting can be made in the appropriate time. A motion was made by Collier to reject the bid received since the proper form was not submitted. Seconded by Karbach. The motion passed.

Council Craig Coshow, Matt Dyer, Tyler Fullenkamp and Wylie Sirk joined the Board of Public Works and Safety for the remainder of the meeting.

A motion was made by Karbach to approve Pay Application #5 of \$558,890.69 to Fleming Excavating for the Interceptor Replacement & Relief Sewer Project. Seconded by Collier, the motion passed.

Discussion then centered around the Bunge Bridge which is currently owned by the City of Decatur and had been transferred to the southern part of the county for use in the South Adams Trails. In the Memorandum of Agreement between Federal Highway and State Historic Preservation Officer, certain things were to have happened by a specific time. If not done, the bridge must be made available to other areas. If the South Adams Trails still wants to use the bridge they need to make that known. In the original action in 2009 it was originally anticipated that this bridge would be transferred to the Town of Geneva as LPA, but now that time has passed and the trail project has evolved, the LPA is now Adams County by its Board of Commissioners. This notification needs to be done because the bridge is a historic bridge. Toby Steffen with Butler, Fairman & Seufert has agreed to do the work of writing the new proposal. He will read through the memorandum, write the letter to the surrounding counties, write the advertisement to be placed in the *Decatur Daily Democrat* and the *Indianapolis Star*, and make certain it is placed on INDOT's website. He originally quoted a fee of \$1,000 but Mayor Meyer shared he felt that was too great and Steffen then lowered the fee to \$500. A motion was made

by Karbach to give the Mayor permission to do what needs to be done. Collier seconded the motion and it passed.

Police Chief Greg Cook appeared before the board and noted that Austin Gross who currently works for the Sheriff's Department is interested in joining the Decatur Police Department and has taken the physical and psychological testing at the Public Safety in Indianapolis. They are anticipating the results in the near future. Cook also noted that Police Officer Kriss Affolder has filed for disability, which the Pension Board has approved, but are awaiting PERF approval.

Cook inquired about using a lateral hiring by hiring a finalist from the last interview process. The individual has completed all the required steps. Cook and Mayor Meyer would re-interview the candidate and if acceptable would like to make an offer. Cook suggested the interview would also be open to other Board of Works members. There would still be a need to have an officer hired by January 1, 2017. They have looked through applications and hopefully want to do testing prior to Affolder's last work day of December 16, 2016 and then hire as soon as possible. Collier made a motion to hire the person pending the interview to replace Affolder. Seconded by Karbach, the motion passed.

The Pennsy Depot was again considered. Community Coordinator Melissa Norby purchased a calendar to keep the list of bookings. This calendar will be kept at the front desk in City Hall with the Utility Clerks. It was suggested payment should be made 30 days prior to the event and two checks were preferred--one for the deposit that will be returned if the facility is properly used and one for the rental fee. It was noted that Suzy Fuelling needs to be notified of each scheduled usage for the purpose of checking the facility to determine if the deposit should be returned to the user. Whitright will maintain the contracts and payments. A copy of the contract will be kept with the Utility Clerks. It was by consensus to add a rule that if a rental is cancelled within 7 days of the scheduled event ½ of the deposit would be returned. Also, Suzy Fuelling is to invoice the City for cleaning at her discretion.

Clerk-Treasurer Whitright noted that there were two amendments to Clark Dietz's agreement for the CSO LTCP Phase 3 Sewer Project for additional work of engineering and design. Amendment #1 was \$21,454, and Amendment #2 was \$12,379, totaling \$33,833. The new adjusted agreement total to Clark Dietz is \$224,383.00. Collier made a motion to pay the \$33,833 and Karbach seconded the motion. The motion was carried. Wastewater Supt., Anne Butcher, noted there were 17 Combined Sewer Overflows (CSO's) in 1982 and there are now only 2.

Discussion then centered around an August meeting when Community Coordinator Melissa Norby and Greg Kitson representing the Greater Decatur Committee had proposed capital projects. The estimated cost for the projects are: Project #1--First Street Riverfront Development at an estimated cost of \$10,500. Project #2--Plans for an Aquatic Park from HWC Engineering with an estimated cost of \$23,900. Project #3--Plans for work to be done at Hanna Nuttman Ball Park at an estimated cost not-to-exceed \$25,000 from MLS/Miller Land Surveying. It was noted the Decatur Redevelopment Commission had voted to provide ½ the cost up to \$12,500 for Riverfront Development on First Street. Kevin McCorry's firm JPR will

be notified on December 1, 2016 if the City is awarded a grant for the Madison Street Project, if so, then JPR would include the design for First Street Riverfront Development for \$10,500. Collier noted it seemed logical to use McCory's group as they have been on hand since the beginning of these proposed projects. A marketing plan was discussed and was noted that Capital Campaign funding could be used for the actual construction, but not for engineering design work and planning. Specifics will be put together for making a presentation to the Decatur Common Council at its December 6, 2016 meeting.

Utilities Director Dan Rickord presented past due utility accounts that are five years old and are considered uncollectible totaling \$24,071.40. He noted they have made changes in the process in using a Collection Agency about 4 years ago which is helping with collections. Collier made a motion to authorize Rickord to write off the past due accounts totaling \$24,071.40. Karbach seconded the motion. Motion passed.

Operations Manager Jeremy Gilbert gave a brief overview of the Sewer Project. He noted he and Mayor Meyer had met with owners of The Grainery regarding some issues at the previous bank building they now own. Due to Fleming needing to saw cut the driveway approach, more patch work is needed. The City feels obligated to fill in some areas and tear out others to help them at a cost of \$1,000 to \$2,000. Bill Slike, Engineer for this project will prepared a change order if approved. Karbach made a motion to approve the change order, Collier seconded the motion. Motion carried.

There being no other business to come before the Board, Karbach made a motion to adjourn the meeting. Seconded by Collier, the motion passed.

Adjournment was at 7:22 P.M.