

City of Decatur  
Board of Public Works & Safety Minutes  
November 19, 2019

The City of Decatur Board of Public Works and Safety members met on Tuesday, November 19, 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.

The Clerk-Treasurer had emailed the minutes from the November 3, 2019 meeting. Karbach made a motion to approve the minutes. Coshow seconded the motion. Motion carried.

The first item on the agenda was hearing from Curt Witte, Building and Zoning Superintendent, and Fire Chief, Les Marckel regarding the position of the Fire Marshal/Building Inspector. Witte and Marckel had interviewed two candidates. They noted they would like to hold a second interview to include Mayor Meyer and have the salary and insurance package in order if things go well as they would like to offer the position to Anthony Lothridge. The starting salary would be \$45,000 with an additional \$1,000 as each of the five (5) certifications are completed as required. Thus, the final salary would be \$50,000. It was shared that Mr. Lothridge is very technological savvy. A second person, Brad Roe, could be the backup candidate if Mr. Lothridge does not accept the offer. Karbach made a motion to proceed with the recommendation of Witte and Marckel. Seconded by Coshow, the motion was adopted.

Curt Witte, Building and Zoning Superintendent requested permission to proceed with ordering a 2020 truck which is included in the 2020 budget. Witte received a quote from Kelley, which is the state bid of \$27,515 and would be ready in February. Karbach made a motion to allow Witte to order the 2020 truck from Kelley's. Seconded by Coshow, the motion was adopted.

Curt Witte, Building and Zoning Superintendent, gave an update on the residence at 928 Schirmeyer Street. The owner, Kenneth Fryback, is in prison and had been sent notification that things needed to be cleaned up by Friday, November 22, 2019. To date, no response has been made by Mr. Fryback or his representative. Witte shared that Diane Ketron, the most recent resident informed him that Fryback had given her the home, but there is no proof as nothing has been deeded and recorded as such. Tax records show the property is only in Fryback's name. With no water and electricity, Diane Ketron has moved out of the county. Witte had been told that there is a warrant for the arrest of Paul Ketron and he has skipped town. The trash in the yard is the first problem with a second problem in the future being the fact that the siding has been removed from the home. City Attorney, Tim Baker informed the Board that if no response is received after the November 22 deadline, then the option at this point is for the City to clean up the trash from the property. Coshow made a motion to have the City employees proceed with the trash clean up at the normal rate. Seconded by Karbach, the motion was adopted.

Melissa Norby, Community Development Director requested if the contractual contract with Brielle Adams, Public Art Director of the HIVE needs to be amended since she is not working the minimum of five hours a week. After looking at the contract, City Attorney Tim Baker did not see a reason to amend the contract. If Ms. Adams is not working, then she should only invoice the City for the hours worked and not worry about the minimum number of hours.

Jeremy Gilbert, Operations Manager and Deputy Police Chief, Chris Brite appeared before the Board regarding the issue of school crossing guards. Following the School Board meeting, Gilbert and Brite and Chief Corral had met on several occasions and feel there is a need for a safety audit of the area. In the meantime, the Police Department will provide direction at the three

(3) crosswalks morning and afternoon. USI Consultants of Indianapolis is recommended to do the audit. Such things as sidewalks, crosswalks, lighting, speed limits, and number of children crossing the street will be a part of the audit. The audit will help determine if crossing guards are needed or not needed. The audit will perhaps be a help in procuring any grants. A meeting is planned for next Tuesday, November 26, 2019 to set the scope of the audit. City Attorney, Tim Baker shared that according to the Indiana Manual on Uniform Traffic Control, the audit is needed. It is important to have an outsider view the situation which would take the liability off the City. It was reported that Police Chief, Lennie Corral had contacted the personnel at Columbus, Indiana and found their crossing guard program is totally through the police department. It was noted that with the Police doing the work it may necessitate over-time pay costs. The Decatur Police Department will begin doing the crossing guard work tomorrow, November 20, 2019. The study will hopefully be completed by January, 2020. Coshow made a motion to proceed with the study as a result of the Scope Management meeting to be held next week. Seconded by Karbach, the motion was adopted. Karbach then made a motion to sign the agreement to use USI Consultants of Indianapolis on an on-call basis. Seconded by Coshow, 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.

Karbach made a motion to authorize the Mayor to sign the \$22,276.42 change order with Custom Net Backstops as authorized at the November 4, 2019 meeting for foul poles, bases, home plates and pitching rubbers at Hanna Nuttman. Seconded by Coshow, the motion was adopted.

Kevin Hackman, Utilities Auditor, reported that with the resignation of the meter reader, he has had help from other departments as well as himself in reading the meters. There are 1500 meters to read manually and over 500 are unreadable. There are about 3,000 drive-by readers. Hackman and his staff can replace 15 or so meters a week and having talked with Operations Manager, Jeremy Gilbert, his staff can help during the slower time during winter, and possibly within three (3) months 1200 meters could be installed and would be drive-by readers. Hackman has already ordered 250 meters. However, a second part of a proposal plan offered 1200 meters which could eventually be read from City Hall and the company would provide the appropriate base tower. The cost of the 1200 meters is \$300,000, which \$150,000 would be paid from the water utility fund, and the other \$150,000 from the sewer utility fund. Hackman checked with the City's financial bond advisor who didn't see an issues with the purchase. Hackman wanted to be up front and informed the Board that the meters would be purchased from Ferguson, which is the company that the mayor-elect Dan Rickord currently works for, which Ferguson is the only Master Meter distributor in the area. Hackman recommended by not replacing the full-time meter reader position, this could save the City an estimated \$75,000 a year, which could have the meters paid for in just over four (4) years. Meyer made a motion to deny the request and have the new Mayor take up the request at the beginning of the year. The motion died for lack of a second. The City Attorney stated that it would not be a conflict regarding Rickord since he is not a City employee until the first of the year, but Rickord would need to sign a Conflict of Interest Disclosure form at the first of the year. Additional conversation was held and it was noted that Ferguson would also provide a base tower at the cost of approximately \$65,000. Coshow made a motion to go ahead with the purchase of the 1200 meters from Ferguson. Seconded by Karbach, the motion passed by a 2-1 vote with Mayor Meyer voting no.

City Attorney Tim Baker has been working on the restrictive covenants necessary for DNR for the area tied into the River Greenway. He shared there is no legal description for the right-of-way of Jackson Street Bridge. The right-of-way needs to be established to finish the River Greenway/DNR Agreement. Attorney Baker also brought up the need to work on streets in Hanna Nuttman as there are several streets that need to be properly platted as streets. Karbach made a

motion to give City Attorney, Tim Baker the approval to proceed with hiring Brett Miller to do the survey for the needed work for Jackson Street and the streets in Hanna Nuttman. Seconded by Coshow, the motion was adopted.

Jeremy Gilbert, Operations Manager reported that INDOT plans to work on the bridge at US 224 to Piqua Road to East Monroe Street beginning in April, 2020. The City needs to sign an agreement with INDOT regarding an unofficial detour marked in order to recoup any funds for any damages done. Karbach made a motion to sign the agreement with INDOT. Seconded by Coshow, the motion was adopted.

Jeremy Gilbert, Operations Manager noted the 2020 budget includes funds for hiring a Sanitation worker and Public Works employee for 2020. He would like to begin the hiring process for job postings in December so the person could be hired in January, 2020. Karbach made a motion approving Gilbert to go ahead with the hiring process. Seconded by Coshow, the motion was adopted.

Jeremy Gilbert, Operations Manager mentioned that the 2020 budget includes funds for a new garbage truck, and equipment for a mini excavator and a trailer he would like to get the specs together for approval in December. Karbach made a motion to give Gilbert permission to start the bidding process. Seconded by Coshow, the motion was adopted.

There being no other business to come before the Board, Karbach made a motion to adjourn. Seconded Coshow, the motion was adopted.

Adjournment was at 7:08 P.M.