

City of Decatur  
Board of Public Works & Safety Minutes  
December 7, 2021

The City of Decatur Board of Public Works and Safety members met on Tuesday, December 7, 2021 at 6:00 P.M. Members present were Craig Coshow, Tyler Fullenkamp, and Mayor Dan Rickord. Also present were Clerk-Treasurer Phyllis Whitright and City Attorney Tim Baker.

The Clerk-Treasurer had emailed the minutes of the November 16, 2021 meeting. Fullenkamp made a motion to approve the minutes. Coshow seconded the motion. Motion carried.

The first item on the agenda was the approval of the 2022 Township Fire Contracts. The contract amount for each Township is \$21,375.81 for Root Township, \$8,221.47 for Union Township, \$9,895.76 for St. Mary's Township, and \$15,346.74 for Washington Township with the amounts divided in half will be paid twice in June and December of 2022. The amounts are calculated on assessed valuation of each township and the Decatur Fire Department's 2021 budget. Coshow made a motion to accept and signed the contracts. Seconded by Fullenkamp, the motion was adopted. The Clerk-Treasurer will forward the contracts to the Township Trustees for their signatures.

The Memorandum of Understanding with Council on Aging still needs the Adams County Commissioners signatures so the final approval of the MOU was postponed again till the next meeting on December 21, 2021.

Operations Manager, Jeremy Gilbert had reviewed the packets for the bids received on November 16, 2021 for the Homestead Drainage Upgrades, Phase I, Site Development Project. A bid of \$471,458.65 had been received from Fleming Excavating, Inc., of Decatur and a bid of \$466,481.40 from VTF Excavation, LLC, of Celina, Ohio. After reviewing the packets, Gilbert recommended accepting the lower bid of \$466,481.40 from VTF Excavation, LLC. Fullenkamp made a motion to accept the recommendation from Gilbert and approve the bid of \$466,481.40 from VTF Excavation, LLC to complete the Homestead Drainage Upgrades Project. Seconded by Coshow, the motion was adopted. Gilbert commented that he would issue a Notice of Award, but would like to hold the Notice to Proceed at this time to help the contractor in regards to the timeline for completion until AEP can relocate the power poles. The Board members were in agreement to delay the Notice to Proceed until AEP can relocate the poles. Gilbert also mentioned that AEP will likely request an easement for the project.

Curt Witte, Building and Zoning Superintendent, and Jeremy Gilbert, Operations Manager, appeared before the Board regarding the need for sidewalk upgrades in the Village Green area. The project is divided into four (4) tracts with Tract 1 being 11<sup>th</sup> Street from Krick Street to Piqua Repair, Tract 2 is the other side of 11<sup>th</sup> Street around the curve to behind the Kroger lot, Tract 3 is 11<sup>th</sup> Street in front of Kroger, and Tract 4 is along Bollman Street from Village Green Drive. Witte informed the Board that there is money that remains in the 2021 budget from the sidewalk program and perhaps that could be encumbered to do the work in these four (4) areas in 2022. Gilbert had talked with several residents with ADA issues and this project would solve those ADA issues in that area. Witte requested and received three (3) sealed quotes for each of the four (4) tracts. The Mayor opened the sealed quotes, and the City Attorney read each quote aloud. Quotes for Tract 1 were \$15,953 from TG Concrete, LLC, Decatur, \$15,050 from Liter Concrete of Decatur, and \$16,275 from Hitchcock Concrete of Decatur. Tract 2 quotes were \$18,550 from TG Concrete, \$19,000 from Liter Concrete, and \$19,420 from Hitchcock Concrete. Quotes for Tract 3 were \$7,000 from TG Concrete, \$7,500 from Liter Concrete, and \$7,963 from Hitchcock Concrete. Quotes for Tract 4 were \$9,825 from TG Concrete, \$8,750 from Liter

Concrete, and \$9,420 from Hitchcock Concrete. Coshow made a motion for Witte to take the quotes under advisement and return later in the meeting with his recommendations. Seconded by Fullenkamp, the motion was adopted.

Due to the Utilities Auditor, Kevin Hackman being unable to attend the meeting, the Clerk-Treasurer Phyllis Whitright presented the Certificate of Substantial Completion and the Commercial Certificate of Occupancy for the new Water Treatment Plant on Winchester Street. The City was provided a punch list of items that still need to be completed by the contractor, Kokosing Industrial. Fullenkamp made a motion to make the Certificate of Completion and the Certificate of Occupancy and the punch list a matter of record and authorized Mayor Rickord to sign the Certificate of Substantial Completion. Seconded by Coshow, the motion was adopted.

After reviewing the quotes for the sidewalk projects on Bollman and 11<sup>th</sup> Street, Curt Witte, Building and Zoning Superintendent recommended to the Board to accept the low quotes from Liter Concrete for Tract 1 at a cost of \$15,050, TG Concrete for Tract 2 at a cost of \$18,550, TG Concrete for Tract 3 at a cost of \$7,000, and Liter Concrete for Tract 4 at a cost of \$8,750 for a total of \$49,350. Witte requested if encumbered, that would still leave \$1,598.51 in the 2021 sidewalk program fund budget. Coshow made a motion to accept the recommendations made by Witte and recommended to Council to approve encumbering \$49,350 from the 2021 CEDIT budget to pay for this project in 2022. Seconded by Fullenkamp, the motion was adopted.

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

Adjournment was at 6:36 P.M.