

City of Decatur  
Board of Public Works & Safety Minutes  
December 19, 2017

The City of Decatur Board of Public Works and Safety members met on Tuesday, December 19, 2017, at 6:00 P.M. at City Hall in Council Chambers, 172 N. Second Street. Members present were Bill Karbach, Councilman Craig Coshow, 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 December 5, 2017 meeting. Coshow made a motion to approve the minutes. Karbach seconded the motion. Motion carried.

The first item on the agenda was Curt Witte, Building and Zoning Superintendent, and representatives from Felger Hart, Inc. to report on their assessment of the cooling and heating needs for the second floor of City Hall. They noted there would likely be three (3) zones with the first floor being the fourth zone. The second floor would likely be used by the City with two other areas being used by tenants. It was shared that much of the current duct work could be used. An estimated cost is being worked on for the January 2, 2018 meeting. It was shared that if the cost is over \$50,000 sealed bids are required according to the City's purchasing ordinance. Jeremy Gilbert, Operations Manager suggested the Board study the City's Purchasing Ordinance due to the fact the limits were set back in 2008. The Board and the City Attorney will review the ordinance before Felger Hart submits a firm price.

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

City Attorney, Tim Baker gave an update on the flood buyouts. He noted that closings had been held on the Smitley and Alberson homes, and the Smitley home has been demolished. The next closing will be the Cheatwood property. He shared that Buescher's had turned down an offer, but Rod Renkenberger of the Maumee River Basin Commission had two (2) other properties if someone had turned down an offer.

Mayor Meyer reported there were three (3) qualifications received for the Wastewater Treatment Plant Clarifiers Rehab Project from Thieneman Construction, Kokosing Industrial, and Bowen.

Anne Butcher, Wastewater Superintendent was asked about the 2015 Sewer Bond Projects. Butcher, Operations Manager, Jeremy Gilbert and the Civil Infrastructure Manager, Don Bergdall will review the list and look at how much money is left to determine which projects need to be done yet.

It was shared that the four (4) signs located at the entrances to the City belong to the Chamber of Commerce and they have been insuring them at a cost of \$473 each year. It was learned that if the City had possession of the signs the insurance rate would be \$33 per year. Karbach made a motion to accept the ownership of the signs. Seconded by Meyer, the motion was adopted. Coshow abstained from voting.

Lennie Corral, incoming Chief of Police as of January 2, 2018, appeared before the Board to seek permission to sell used weapons to the police officers for the trade-in value of \$250. There are 14 officers wishing to purchase weapons. Coshow made a motion to allow officers to purchase weapons at a cost of \$250 each to go back into the City's general fund. Seconded by Karbach, the motion was adopted. Corral noted there is money in the 2018 budget

to purchase 20 new off-duty guns (Glock 26's) at a cost of \$8,079.80. Corral also mentioned that there may be some deferral funds available from the Prosecutor's office to go towards purchasing guns.

City Attorney, Tim Baker brought up the agreement entered into with the Adams County Soil & Water in which the County provided education for the Stormwater Department. The agreement ended in 2016. The revised agreement is a one year agreement and after a year, the agreement is renewed unless either party wants out of the agreement. Karbach made a motion to accept the revised agreement with the County. Seconded by Coshow, the motion was adopted.

Operations Manager Jeremy Gilbert, Civil Infrastructure Manager Don Bergdall, and Building and Zoning Superintendent Curt Witte, appeared before the Board to discuss the heating and cooling for the second floor of City Hall. They shared that the restrooms will need to be taken care of first before any other changes are done. However, there will be a lot of cleaning to do in the various office areas. Gilbert will try to have figures prepared for the January 2, 2018 meeting. It was shared that the restrooms will be ADA compliant. Gilbert suggested they go ahead with the proposal for the proposed restrooms as recommended by MartinRiley, Inc. for \$4,500 which included six (6) hours of field engineering. Coshow made a motion for approval of Gilbert, Witte, and Bergdall going ahead with the work upstairs and talk to MartinRiley about possibly adjusting the costs with perhaps fewer field engineering hours. Seconded by Karbach, the motion was adopted. Suggested office changes could be the Clerk-Treasurer's office moving upstairs, Melissa Norby, Community Development Director moving into part of the current Clerk-Treasurer's office with the common wall with the Building and Zoning office being moved to make the Clerk-Treasurer's office smaller and the Building and Zoning office larger. An area on the second floor could become a conference office. Jeremy Gilbert, Operations Manager recommended there is a need to look at the City's Purchasing Ordinance and the level of amounts for purchases. He noted the local Ordinance is well below the State projects and it would make it easier for all to get things done faster with the higher levels. Coshow made a recommendation to use local businesses as much as possible for purchases.

Fire Chief, Les Marckel appeared before the Board and shared the 2018 Budget included funds for a Third Captain with the role of Special Operations, a position to make certain everything is in compliance with OSHA. He noted Chad Baumann has been doing this job. Coshow made a motion to promote Chad Baumann as Captain of Special Operations. Seconded by Karbach, the motion was adopted. Marckel shared that Captain Jeff Sheets is in charge of training and prevention, and Captain Tim Bauman is the Fire Inspector. Future plans are to make the Fire Inspector a Fire Marshall. Coshow brought up the need to be looking ahead regarding funding for upgrading the fire fleet, since it takes time to put everything together regarding specs for equipment. He recommended it would be wise for the Fire Department to begin the process while experienced personnel are available.

Karbach, as Code Enforcement Officer, had given the Board and Council Members information regarding six (6) abandoned homes at the December 5, 2017 meeting. He shared he had asked for input and had been working with Curt Witte, Building and Zoning Superintendent, and suggested that Witte would send letters to the home owners and try to learn the intentions of the owners and see if they would allow the City to demolish the homes rather than having the letter come from the City Attorney. Karbach shared if they can get cooperation to let the City tear down the homes, the owner would still own the land. The home owners would be asked to appear before the Board of Public Works and Safety to provide a timeline of what and when they will update the homes.

Coshow shared he had talked to Brian Chronister, owner of the Small Town Bar and Grill about the east end of his building. He shared with Chronister he had contacted a contractor who estimated a cost of \$45,000 to remove the east part of the building. It was noted it would take two weeks to get things cleared out of the building then Coshow, Don Bergdall, Jeremy Gilbert, and perhaps the Mayor would meet with Mr. Chronister.

City Attorney, Tim Baker shared he had talked with the Defense Attorney for the Gage Disannexation case. He learned the Judge from Huntington County will be serving as the Judge for the case. The attorney will meet with the Board of Works members after the first of the year as they will likely be called as witnesses. The judge will make a decision whether or not the property will be disannexed or not.

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

Adjournment was at 7:20 P.M.