

CITY OF DECATUR
BOARD OF PUBLIC WORKS & SAFETY MINUTES
JANUARY 19, 2010

The City of Decatur Board of Public Works and Safety met on Tuesday, January 19, 2010 at 6:00 p.m. at City Hall in Council Chambers. Members present were Mayor John Schultz and Board members Bill Karbach and Ken Meyer. Also present was City Attorney, Tim Baker and Clerk-Treasurer, Phyllis Whitright.

The meeting was called to order by Mayor John Schultz. The Clerk-Treasurer emailed the minutes from January 5th meeting. There were no corrections or amendments offered, so Meyer made a motion to approve the minutes as emailed, Karbach seconded the motion. Motion was unanimous.

The Mayor mentioned issues with vacation time for Utility Clerk, Kate Brickley, who was working five days a week in 2008, then in March 2009 worked four days a week. The Board of Works amended the vacation days to reflect this change to allow four days paid vacation days, or eight days vacation depending upon how many years worked. Utility Auditor, Bob Ladd did not inform Brickley of this change, so Karbach motioned to allow an additional two days of paid vacation, since Brickley was not aware of the change and also since she accrued ten vacation days in 2008 for 2009, and then for 2010 will receive eight paid vacation days. Meyer seconded the motion. Motion carried.

The new Utility Auditor, Dan Rickord had scheduled a vacation before he was hired. By consensus, the Board of Works members approved the time off without pay, and allowed Bob Ladd, if needed, to fill in while Rickord's on vacation.

The Mayor reported the Water Utility Customer Service Rep., Bill Whitright will be retiring in August 2010. The Board of Works members discussed combining the Water Utility Customer Service Rep. and the Meter Reader as one position. Board member, Ken Meyer suggested to the Mayor to consider long term planning for when the Wastewater Supt. retires.

Council members, Charlie Cook, Bill Crone, Matt Dyer, and Barb Engle attended the Board of Works meeting.

The Clerk-Treasurer received two (2) invoices from Commonwealth Engineers for the Decatur Wastewater Improvements Project totaling \$1,380.00. Meyer made a motion to approve the invoices, Karbach seconded the motion. Motion carried. The Clerk-Treasurer will forward these invoices to the State Revolving Fund Loan Program for payment.

The Mayor received the CEDIT Fund Annual Agreement from Adams County Economic Development Corporation to approve two (2) payments of \$16,378.00 totaling \$32,756.00 for the year 2010. This amount is 13% of Decatur's 2010 CEDIT distribution. Meyer made a motion to authorize the Mayor to sign the agreement subject to common council's approval at the Council meeting. Karbach seconded the motion. Motion carried.

Street Commissioner, Jeremy Gilbert had several requests, 1) to place handicap parking at 216 N. 7th Street, 2) to lower the speed limit to 25 mph on 2nd Street from Jackson Street. 3) to lower the speed limit to 25 mph in Stratton subdivision. By consensus, the Board of Works members approved these three (3) requests. The City Attorney will amend the ordinance to reflect these changes.

The Street Commissioner also mentioned he has had several conversations with Mark Mitchel, Supt. of the Adams County Highway Department for the city to acquire several right-of-ways that are being maintained by both the city and the county. These areas amount to a few hundred feet to half mile

stretches. With split ownership, maintaining and improving the right-of-way can become an issue. The County would like to deed these areas over to the City. This would allow the City to make improvements, such as, needed utilities, adding sidewalks and walking paths to connect to other areas that are in the city limits. These areas include CR 50 West or Industrial Park Rd., portions of W. Monroe Street west of Westlawn Dr., portions of 28th St. from US 224 to 500 N, portions of 500 N from US 27 to 28th St., portions of 450 N from US 27 to 100 West, Winchester St. from the curve at Fleetwood to Lutes Flowers, High St., from the Knights of Columbus Pavilion to Adams Memorial Hospital, portions of Piqua Rd. from the city limits by Lake Shores to Common Ground Church, portions of Winchester Rd. from Canterbury Dr., to the Meadows of Cross Creek, Washington St. from Southampton Dr., to the 1st bridge at the Cross Creek Golf Course. The County will check the map to see if there are any other areas, and report back to the Street Commissioner. By consensus, the Board of Works considered this a good idea, and instructed Gilbert to work with the County and move ahead with these projects.

The Street Commissioner, Jeremy Gilbert also informed the Board of Works members about the numerous repairs on the JCB wheel loader. Currently it has cost over \$9,000 in repairs, and in the next year or two will need tires, additional hydraulic system repairs, and new brakes, which could cost approximately over \$22,000. Gilbert contacted an equipment appraiser, and the trade value for this piece of equipment is between \$10,000-\$15,000, and possible an auction value of \$20,000. Gilbert commented the price for a new wheel loader with a trade-in would cost \$80-85,000. Gilbert was instructed to inform the Board of Works members if any more major repairs occur, and for Gilbert to request pricing from vendors and report back at the next meeting.

The Street Commissioner also discussed the process and changes to the sign program. On January 22, 2008, the FHWA changed the minimum reflectivity standards local agencies are mandated to follow: 1) assess all road signs and develop a replacement plan within four years, 2) replace non-compliant warning and regulatory signs within 10 years, 3) replace guidance signs and street name signs within 10 years. The Mayor will check with OCRA on possibly obtaining a grant to help offset the cost of this project.

Councilman Dyer questioned if something could be done with the faded Club signs posted by Fleetwood on Highway 224 East. The City does not own these signs. The Clubs would need to be notified to have them replaced.

Board member, Bill Karbach suggested he would like a trial run on allowing parking zones for downtown parking, before amending the city ordinance. A person will pay for a permit to place in their vehicle, which will allow them to park in that area. There will be no restrictions on Court and Madison Street. This will be discussed further at the next Board of Works meeting.

There being no further business, Meyer made a motion for adjournment. Karbach seconded the motion. Motion carried. The meeting was adjourned at 7:25 p.m.