

CITY OF DECATUR
BOARD OF PUBLIC WORKS & SAFETY MINUTES
JUNE 2, 2009

The City of Decatur Board of Public Works and Safety met on Tuesday, June 2, 2009 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 May 19th. There were no corrections or amendments offered, so Karbach made a motion to approve the minutes as received, Meyer seconded the motion. Motion was unanimous.

Meyer made a motion to make the legal notice for Statement of Qualifications for Decatur's Comprehensive Plan a matter of record. Karbach seconded the motion. Motion carried.

The City Attorney opened the sealed bids for Statement of Qualifications for Decatur's Comprehensive Plan. There were seven (7) bids received. The bids were from: Sturtz Public Management Group, Landdesign, Inc., Ground Rules, Inc., Langworthy, Strader, LeBlanc with DLZ, and Wightman Petrie, Inc., Strategic Development Group with Hannum, Wagle & Cline, and Bonar Group. Karbach made a motion to take the bids under advisement for review, Meyer seconded the motion. Motion carried. The bids were given to Matt Vondran, Grant Administrator with the Northeastern Indiana Regional Coordinating Council. Vondran and the Downtown Revitalization Committee will report their recommendations at the next Board of Works meeting.

City Council members attended the meeting.

Toby Steffen from Butler, Fairman & Seufert along with Street Commissioner, Jeremy Gilbert presented Right-of-Way Certification letters to INDOT for the Board of Works members to sign for City Street paving projects to be paid from American Recovery and Reinvestment Act funds. There are five (5) projects totaling approximately \$542,400. In priority order, the projects are: 1) Winchester Street from Line Street to Mercer Avenue/Adams Street, 2) Adams Street from US 27 to 1st Street, 3) Mercer Avenue from Southeast Decatur City Limits to Winchester Street/Adams Street, 4) Patterson Street from 28th Street to US 27, 5) Piqua Road from 130 ft. West of Belmont Middle School West Entrance to US 224. Steffen commented he should have a commitment from INDOT by the end of June. Meyer made a motion for approval of the projects and to sign the certification letters and also the vicinity maps to INDOT. Karbach seconded the motion. Motion was unanimous.

The Mayor reported Margaret Aeschliman, owner of Gandy Dancer's has moved her business to US Highway 27. Aeschliman will no longer be leasing the city's building on 7th Street. The mayor had Roger Gage, Plan/Building Supt. inspect the building and found the bricks are deteriorating. The Plan/Bldg Supt. received a quote from Strong Hold Masonry for \$1,209 to repair the bricks, he also received a quote from Arnold Lumber for replacement windows and doors and drywall for \$31,200. The mayor reported he has had three people interested in leasing the building. In order to lease the building, bids will need to be taken. Karbach made a motion to approve the quote from Strong Hold Masonry with council's approval for the expenditure. Meyer seconded the motion. Motion carried. Board member Meyer suggested waiting for any other repairs until the building is occupied again.

The City Attorney informed the Board of Works members changes requested to the Personnel Policy recently will need to be done by a Resolution at the Council meeting. Karbach made a motion to make the changes to the Personnel Policy with Council's approval at the next Council meeting on June 16th. Meyer seconded the motion. Motion carried.

The Mayor suggested advertising city activities on the Decatur Website. By consensus, everyone was in favor of promoting the city on the Decatur Website. The mayor will contact Heather Eichhorn to add the information to the website.

The Mayor handed out information from Anthem Insurance on different plans to help decrease the premium. Council is to review the different plans and report back at the next meeting of their decision.

The Clerk-Treasurer, Phyllis Whitright reported in reviewing the current budgets, if the total amount appropriated in the General fund is spent, the General fund could be in the red by the end of the year. Whitright suggested cutting down on spending now, may need to cut benefits to make up for the loss in revenues due to interest earned, tax caps, and the supplemental homestead exemption. Whitright also remarked that council may need to cut even more from the 2010 budget. Whitright will prepare a report to show where the city is financially.

The Clerk-Treasurer received from Ben Adams of Commonwealth Engineers, Inc. payment request #8-Final for the Sanitary Sewer System Rehabilitation – Lift Station Improvements from Fleming Excavating for \$41,191.60. Commonwealth has reviewed the claim and request the release of outstanding retainage as the project has been formally closed out. Karbach made a motion to approve the final payment, Meyer seconded the motion. Motion carried.

The Clerk-Treasurer also received from Ben Adams payment request #11 from Thieneman Construction, Inc. for the Wastewater Treatment Plant Improvements Project for \$112,753.09. Commonwealth has reviewed this claim for accuracy and recommends payment. With this claim, the work on this project is 88.4% complete. Meyer made a motion to approve payment #11, Karbach seconded the motion. Motion carried. The Clerk-Treasurer will send the payment request to the State Revolving Fund Loan Program for payment.

The Clerk-Treasurer received three (3) invoices from Commonwealth Engineers, Inc. for engineering services for the month of May totaling \$27,212.00. Meyer made a motion to approve the invoices from Commonwealth. Karbach seconded the motion. Motion carried. The Clerk-Treasurer will submit these invoices to SRF Loan Program for payment.

Larry Macklin, Executive Director of the Adams County Economic Development Corp. was present to discuss he has been working with a consulting firm who has more than one investing group looking at Decatur. Macklin remarked these are very competitive job opportunities and would like council to come together for a local package for these investors. No comments were given at this time.

Jim Inskeep, Water Supt. presented a Proposal/Contract Agreement with Dixon Engineering for Warranty Inspections for the South & North Water Towers. The cost for the inspections for each tank is \$1,875.00, to be paid from the Water Utility fund. Karbach made a motion to give the Mayor permission to sign on behalf of the Board of Works members the Contract Agreement with Dixon Engineering. Meyer seconded the motion. Motion carried.

The Water Supt., Jim Inkeep also reported he received a quote from Hurst Technical Services, Inc. for upgrading the controls of the filters in the Winchester Plant. The quote is for \$48,815.00, including the solenoid valves, without the solenoid valves the price is \$40,665.00. Inskip checked with the Utilities Auditor, Bob Ladd and he informed Inkeep the money is available. Inskip also tried to get a second quote from L & L Electric, but they were unable to quote a price. Inskip commented it is difficult to get parts, repairs and technical support, due to the age of the plant. Meyer made a motion to approve the quote from Hurst Technical Services to be paid from the Water Utility fund. Karbach seconded the motion. Motion carried.

Due to lack of time, Board member Bill Karbach will discuss the downtown parking at the next Board of Works meeting on June 16th.

The Mayor reported the updating to the City Code of Ordinance book (Book1) should be completed soon.

The Clerk-Treasurer reported the property tax on the new street department land and improvements will be tax exempt. The County Assessor, Judy Affolder contacted the Department of Local Government Finance and informed her even though the city is buying this on contract, it should be tax exempt.

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