

CITY OF DECATUR
BOARD OF PUBLIC WORKS & SAFETY MINUTES
AUGUST 18, 2009

The City of Decatur Board of Public Works and Safety met on Tuesday, August 18, 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 August 4th. There were no corrections or amendments offered, so Karbach made a motion to approve the minutes as emailed, Meyer seconded the motion. Motion was unanimous.

Jeff Ponist of Commonwealth Engineers, Inc. presented the final Change Order No. A-7 from Thieneman Construction for the Wastewater Treatment Plant Facility, the change order is an increase of \$8,038.41 which includes, to repair existing connection at old chlorine tank, add galvanized steel anchors along new concrete blocks at new Cover All building, add new electrical power to second island in Lab, add communication conduit and data ports to new administration building, and add extra wiring and conduit for generator controls. Meyer made a motion to approve Final Change Order No. A-7. Karbach seconded the motion. Motion carried.

Ponist handed out a Non Construction Cost Summary for the Wastewater SRF Projects beginning in 2008 and finishing in August 2009. Total Bond issued for this project was \$9,276,000.00, with final costs totaling \$9,217,982.00. Remaining funds total \$58,018.00. Karbach made a motion to make the Cost Summary report a matter of record. Meyer seconded the motion. Motion carried.

With the remaining funds left from the SRF loan for the Wastewater Projects, Commonwealth Engineers prepared a letter for the Mayor to send to Shelley Love, Wastewater Program Administrator for the State Revolving Fund Program to request amending the previously approved PER to include the rehabilitation of the manholes along the St. Mary's Interceptor. The proposed project will cost approximately \$50,000.00; quotes will be requested while awaiting approval from the State Revolving Fund Loan Program. Meyer made a motion to approve the letter and have the mayor sign on behalf of the Board of Works members. Karbach seconded the motion. Motion carried.

Ponist reported final inspection of the Wastewater Treatment Plant facility will be next week.

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

The Mayor reported Adams County is installing a security system, which the county has offered to install in city hall at a cost of \$250 per message, plus \$75 per button. By consensus, the board members approved the security buttons. The Mayor will contact the county to inform them of the board members decision.

The Mayor and the Adams County Economic Development Director, Larry Macklin are working with Bunge on a project involving the Indiana Department of Transportation. The Mayor presented a proposal for engineering services totaling \$45,000.00, with the City's share to be only \$15,000.00. Meyer made a

motion to approve the \$15,000.00 expenditure using CEDIT funds and gave the Mayor permission to sign agreements with the engineering firms. Karbach seconded the motion. Motion carried.

The Mayor reported Utilities Auditor, Bob Ladd contacted State Board of Accounts requesting to transfer the balance in the Water Utility Depreciation fund to the Water Operating fund to cover the short fall. The Utilities Auditor was informed by SBOA it was allowed as long as it was approved by the Board of Works members. Meyer made a motion to approve the transfer. Motion was seconded by Karbach. Motion carried.

From the previous meeting, Wastewater Supt., Anne Butcher requested to increase the pay levels by 5% for two (2) Plant Operators, and the part-time lab tech in her department. Before final decision was given, the Clerk-Treasurer informed the Board of Works members to remember that when allowing pay increases the city's portion of FICA and Medicare, and PERF benefits also increases. The Clerk-Treasurer also explained the financial status of the water utility operating fund is not good, and the water utility will need to borrow from the sewage operating fund to pay for expenses until the water rates can be increased. Karbach made a motion to approve increasing the pay level for all three (3) employees, with final approval to be made by the common council members. Meyer seconded the motion. Motion carried.

The Wastewater Supt, Anne Butcher questioned how to dispose of old cabinets and counter tops which are no longer needed at the sewage plant. Butcher stated one of the company's who had worked on the new Wastewater Treatment Plant was interested in them. The City Attorney informed Butcher if the cabinets are less than \$1,000 in value they can be sold at public or private sale without advertising; otherwise she would need to go through the bidding process.

Parking Control Officer, Beth Heimann asked the Board members how to handle several outstanding parking tickets she has on County Attorney, Mark Burry. By consensus, the Board members instructed the City Attorney to call Burry to resolve the outstanding parking tickets.

Building Supt., Roger Gage informed the Board of Works members that he contacted Rorick Electric to repair a hot underground street light wire, which was cut by Steven Miller Construction. Rorick Electric invoiced Steven Miller Construction, but then Steven Miller contacted Gage and informed him he called for locates, but the city is not on the locate list, since there are very few street light wires underground, and it would cost the city approximately \$1,200.00 to be on this list. The Water Utility is already on this locate list, so it was suggested Gage work with Water Supt., Jim Inskeep to share this information. Also, Gage is to map out the areas where the underground street light wires are located. The Clerk-Treasurer will check with the insurance company on liability issues should this occur again.

Police Chief, Ken Ketzler reported he is obtaining quotes from Alternative Business Solutions (ABS), and Computer Age Technologies to upgrade his computer server at the police department. Ketzler has not received any quotes yet, but will report to the Board of Works members at the next meeting.

The Mayor reported Umbaugh has prepared a preliminary report of the city's financial status. Water Utility rates will be increased. Umbaugh requested a projected equipment list to include with the Strategic Plan they are preparing for the City. The mayor will submit this list to Umbaugh. The City Attorney, Tim Baker commented the financial status of the utilities shows the Water Utility could be in the red, and may have to borrow from the Sewage Utility. Umbaugh is estimating \$6.60 increase in water rates

to cover the short fall and to move hydrant rental to the utility bill. An increase in sewer rates is also being considered.

Councilwoman Engle drafted a letter she prepared to be published in the Decatur Daily Democrat about the increase on trash services. Council members are to review the letter and then call her with any additions or corrections.

Street Commissioner, Jeremy Gilbert emailed a list of customers that are considered commercial trash pickup, and a list of residential out-of-town pickups for the council members to review. Due to the lack of time, and the necessity to review this information before adopting an increase for trash collection fees, it was suggested to hold a special meeting. Council members will make this decision at the council meeting.

The Mayor and Board of Works member, Bill Karbach will meet with Judge Schurger to discuss the proposed parking around the courthouse.

The Mayor handed out Financial Statements of the Water, Wastewater, and Stormwater Utilities for the period ending June 30, 2009.

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.