

CITY OF DECATUR
BOARD OF PUBLIC WORKS & SAFETY MINUTES
DECEMBER 6, 2011

The City of Decatur Board of Public Works and Safety met on Tuesday, December 6, 2011 at 6:00 p.m. at City Hall in Council Chambers. Members present were Mayor John Schultz and Board member 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 the November 15th meeting. There were no corrections or amendments. Karbach made a motion to approve the minutes as emailed. Meyer seconded the motion. Motion carried.

Meyer made a motion to approve the list of holiday closings for 2012. Karbach seconded the motion. Motion carried.

Larry Macklin, Executive Director of Adams County Economic Development had submitted an invoice to the Mayor from Davey Resource Group who inspected Industrial Park III for any wetlands. The service was provided on November 21-22, 2011 and no findings of wetlands were found. The charge for this service was \$675.00. Mayor Schultz commented that this service was required in order to have Industrial Park III an Indiana Certified Shovel Ready site. The Mayor requested for this to be paid by the City out of the CEDIT fund, due to this property is being used for industrial development. Meyer made a motion to approve paying the invoice from the CEDIT fund. Karbach seconded the motion. Motion carried.

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

Utilities Auditor, Dan Rickord explained the Sewage Utility operating balance is running low and Crowe and Horwath, a public accounting and consulting firm is currently in the process of performing a rate study for the City. Rickord commented that some of the decreases in the operating balance may have been caused by the increase in electricity to run the new facilities, and the Payment in Lieu of Taxes took effect after the last sewage rate increase. Rickord requested to borrow approximately \$100,000 from the Water Utility until the new rate increase takes effect. The Clerk-Treasurer checked with the State Board of Accounts about borrowing from the Water Utility, and they suggested preparing a Resolution stating the amount of the loan and the terms. Karbach made a motion for the Clerk-Treasurer to prepare a Resolution for the next Board of Works meeting on December 20th to temporarily borrow funds from the Water Utility for the Sewage operating fund. Meyer seconded the motion. Motion carried.

By consensus, a decision on moving forward with the Homeowner Rehabilitation Program that was presented by David Kinder at the November 15th meeting is on hold at this time because of funding.

Mayor Schultz reported on the Storm Water Project in Anthony Wayne Meadows, that Dan Buchan is now requesting \$18,100 for the easement to his property. The City Attorney was directed to contact Buchan's attorney and negotiate a price.

The City Attorney reviewed the contract with GAI Consultants, Inc. for the Construction Inspection for the Sign Replacement Project. The City's cost will not exceed \$19,000. Council members approved previously to pay this cost from the CEDIT fund. Meyer made a motion to sign and approve the contract with GAI Consultants. Karbach seconded the motion. Motion carried.

Karbach made a motion to sign and approve the contract with Fleis and Vandenbrink Engineering, Inc. for the East Monroe Street Project. Meyer seconded the motion. Motion carried. The City's will pay 20% of this project totaling approximately \$341,508.

Street Commissioner, Jeremy Gilbert presented a quote from Wemhoff Land Surveying, Inc. to survey and research legal descriptions for city/county owned properties. This will allow the County to quit claim any interest to the City to provide maintenance to these county roads that are in the city limits. The locations are: 400N West of US 27, Washington Street West of South Hampton Drive, Winchester Road at Meadows of Cross Creek, 200E US 224 – 600N, Belmont Road/Piqua Road to 200E, County Road 200E – US 224 to 700N, 50W – US 224 to Monroe Street, Creek to US 224, 100W at Phase II Industrial Park, Monroe Street West of 28th Street, Winchester St – curve to Lutes Flowers, High Street to Knights of Columbus, Mercer Avenue/Salem Road to Woodcrest. The cost to perform these services is \$2,200.00, which will be paid in 2012 from the MVH-Street fund. Meyer made a motion to approve the quote from Wemhoff Land Surveying, Karbach seconded the motion. Motion carried.

Mayor Schultz and City Attorney, Tim Baker attended a meeting at the County to explain the TIF District. It was discussed if any extension of sewer or water service is done; these properties should be annexed into the City. Tim Baker will meet with the Adams County Health Department's Attorney, Adam Miller to discuss the failed septic systems properties that are required by the Health Department to connect to the City sewer. The cost for these properties to connect to the City sewer system is estimated at \$300,000 to \$400,000.

During the State Board of Accounts audit, they recommended the City have a travel policy. The Clerk-Treasurer and Deputy Clerk-Treasurer prepared a draft travel policy and a take home vehicle policy. These drafts were emailed to the Mayor, Department Heads, Board of Works and Council members, and the City Attorney for review. Minor changes were requested. The Clerk-Treasurer requested if there are any further changes needed, to please email her any additions or corrections before the next meeting. The Clerk-Treasurer will present the final draft to be adopted at the December 20th meeting.

The Clerk-Treasurer prepared the 2012 Fire Contracts for Root, St. Mary's, Union, and Washington Township for approval. Meyer made a motion to approve and sign the contracts. Karbach seconded the motion. Motion carried. The Clerk-Treasurer will mail the contracts to the Township Trustees for their signature and approval from their boards.

Street Commissioner, Jeremy Gilbert discussed the requirement from INDOT on ADA compliance for sidewalk ramps. An ADA Transition Plan needs to be done before the end of the year, and then filed with INDOT and NIRCC. Gilbert commented that if the City doesn't comply, the City could lose future federal funding. The City Attorney will prepare the ADA Transition Plan for approval at the December 20th meeting.

The Street Commissioner reported the City was denied funding for the Safe Routes to Schools Grant.

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.