

City of Decatur
Board of Public Works & Safety Minutes
February 7, 2023

The City of Decatur Board of Public Works and Safety members met on February 7, 2023 at 6:00 p.m. at City Hall in Council Chambers, 172 N. Second Street, Decatur. Members present were Craig Coshow, Tyler Fullenkamp, and Mayor Dan Rickord. Also present were Clerk-Treasurer Phyllis Whitright and City Attorney Anne Razo.

The Clerk-Treasurer had emailed the minutes from the January 17, 2023 meeting. Fullenkamp made a motion to approve the minutes. Seconded by Coshow, the motion was adopted.

The first item on the agenda was a code enforcement issue. Assistant Building and Zoning Superintendent Brad Roe noted the issue regarded 1620 W. Madison Street which is owned by Laurie Blythe. It was shared that the first complaint was filed on June 21, 2022. By July 5, 2022 some progress had been made. However, by January, 2023 there was a significant amount of backward progress. As of this morning, February 7, 2023, no progress had been made. Thus, Roe noted the recommendation was to have City Attorney Anne Razo send a letter with timelines and possible fines. Fullenkamp made a motion to accept the recommendation and have City Attorney Razo send a letter giving Blythe two weeks to clean up the property and if not completed, a fine of \$100 per day will be assessed. Seconded by Coshow, the motion was adopted. City Attorney Razo requested permission of the Board to allow her to contact Blythe noting that she would send the letter and also make contact as she personally knows the owner. By consensus, the Board approved the City Attorney to personally contact Ms. Blythe.

Building and Zoning Superintendent Curt Witte appeared before the Board seeking approval for Felger Hart to replace the rooftop HVAC unit and install a new heat exchanger at City Hall at a cost of \$2,630.00. It was noted the City currently has a maintenance contract with Felger Hart. Fullenkamp made a motion to approve Felger Hart to replace the rooftop HVAC unit and install a new heat exchanger at City Hall for \$2,630.00. Seconded by Coshow, the motion was adopted.

Curt Witte, Building and Zoning Superintendent then sought approval for a maintenance contract renewal with American Elevator at a cost of \$225 per month, or \$2,700 annually, parts not included. The current contract ends in March and Witte noted he has been pleased with the American Elevator's work when performing the mandated monthly checks. Coshow made a motion to approve the renewal of the contract with American Elevator. Seconded by Fullenkamp, the motion was adopted.

Curt Witte, Building and Zoning Supt., next reported on the fire alarm inspections at City Hall performed by VFP Fire Systems. As a part of the inspection of the system it was found there is a need to replace two batteries at a cost of \$747.00 in the fire alarm panel. Coshow made a motion to proceed with the battery replacement in the fire alarm panel at a cost of \$747.00 with Mayor Rickord signing the proposal. Seconded by Fullenkamp, the motion was adopted.

Witte then shared that a special fire extinguisher in the IT room needed to be changed as it is to be re-charged every 6 years. VFP Fire Systems proposed the need to replace the fire extinguisher with a Halotron at a cost of \$700.00. Coshow made a motion to proceed with the needed Halotron extinguisher at a cost of \$700.00. Seconded by Fullenkamp, the motion was adopted.

Building and Zoning Supt., Curt Witte brought up the purchasing ordinance requirement amount for discussion only. He was concerned with the amount needed for approval in an emergency situation,

and after some discussion, it was noted that the ordinance regarding purchasing actually gives Witte the authority he was suggesting. The Board of Works members would not need to approve quotes if work is needed in an emergency situation.

Fullenkamp made a motion to make the legal advertisement for bids to sell the City's vacant lot at 710 Schirmeyer Street a matter of record. Coshow seconded the motion. Motion was carried.

Next was the opening of bids received to sell the City's vacant lot at 710 Schirmeyer Street. There was only one (1) bid received. The Mayor opened the bid and the City Attorney read the bid aloud. The bid received was from Jerry Geimer of JRG Property LLC in the amount of \$4,500.00. Mr. Geimer was present and commented that he has already built one home in that area and sold it. His future plans are to combine the lot with two others next to it and then build two duplex villas by turning the three lots into two. Coshow made a motion to accept Jerry Geimer's bid of \$4,500 for the vacant lot at 710 Schirmeyer Street. Seconded by Fullenkamp, the motion was adopted. The City Attorney will contact him when closing will occur on the property.

Fire Chief Jeff Sheets appeared before the Board seeking an amendment to the Conditional Employment Contract for the Decatur Fire Department, which is to remove from the contract the requirement of Firefighters having to relocate to the City and/or Adams County, IN within one (1) year of his/her date of hire. This is no longer a requirement. Coshow made a motion to make the amendment to the Conditional Employment Contract for the Decatur Fire Department a matter of record. Seconded by Fullenkamp, the motion was adopted.

Fullenkamp made a motion to make the Certificate of Appointment/Oath of Office for Jagg Nunez as a Decatur Police Patrolman a matter of record. Seconded by Coshow, the motion was adopted. Jagg Nunez was re-hired on January 23, 2023.

The City Attorney Anne Razo prepared the Conditional Employment Contract between the City and Police Officer Jagg Nunez. Attorney Razo explained that Nunez was reinstated as a full-time First-Class Patrolman with an original hire date of February 16, 2021. Nunez served through October 2022. Nunez then resigned as a full-time officer, but remained as a Reserve Officer. The City originally offered Nunez a lateral sign-on bonus of \$2,000 and incurred cost of providing uniforms and equipment which Nunez is obligated to repay to the City totaling \$2,250.99. Per the Oct. 28, 2022 minutes the Decatur Public Works & Safety Board members allowed 6 months for the repayment. Now that Nunez is being reinstated the Board of Works members are waiving the balance due unless Nunez resigns from the Decatur Police Department within 60 months of his date of hire, he will reimburse the City for direct and indirect costs of uniforms, equipment, training incurred after the date of this agreement, as well as the balance of the \$2,250.99 and will repay in full within 90 days of resignation and/or termination of employment. Coshow made a motion to accept the contract and authorize the Mayor to sign the Conditional Employment Contract with Jagg Nunez and make the contract a matter of record. Seconded by Fullenkamp, the motion was adopted.

Coshow made a motion to make the Certificate of Appointment/Oath of Office for Chad Baumann as the Deputy Fire Chief of the Decatur Fire Department a matter of record. Seconded by Fullenkamp, the motion was adopted.

The MERIT Center lease agreements were next discussed. Council Sirk and Coshow who both serve on the MERIT Center Board recommended that there would be no increases to the lease renewals for this year, but may have increases in 2024. As for the lease amount with King's Kingdom Childcare, the amount of the lease has not been established due to issues regarding the door for the childcare area, but will report back when lease amounts are determined.

Mayor Rickord had contacted Community Fiber Solutions (CFS) to install Public WiFi in City Hall. The cost is \$69.95/month and \$99.00 for installation. Coshow made a motion to accept the service contract and authorize the Mayor to sign the contract with CFS for public WiFi for City Hall. Seconded by Fullenkamp, the motion was adopted.

Mayor Rickord had received a resignation/retirement letter from Police Chief Lennie Corral stating that March 3, 2023 will be his last work day for the Decatur Police Department after serving for 29 years. Corral has accepted another job offer. Coshow made a motion to make the resignation letter a matter of record. Seconded by Fullenkamp. Motion was carried.

There being no other business, Coshow made a motion to adjourn. Seconded by Fullenkamp, the motion was adopted.

Adjournment was at 6:47 P.M.