

City of Decatur
Board of Public Works & Safety Minutes
October 25, 2022

The October 18, 2022 regularly scheduled meeting was canceled due to lack of quorum and rescheduled to Tuesday, October 25, 2022, which was posted and the media was notified of the date change. On Tuesday, October 25, 2022 the Board of Public Works & Safety members met at 6:00 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 October 4, 2022 meeting. Fullenkamp made a motion to approve the minutes of the October 4, 2022 meeting as emailed. Seconded by Coshow, the motion was adopted.

First on the agenda was Assistant Fire Chief Jim Hitchcock seeking permission for the Fire Department to trade in the 2012 Chevy Tahoe with Bloomington Ford who gave a trade-in value of \$6,000. Fullenkamp made a motion to allow the trade in. Seconded by Coshow, the motion was adopted.

Karey Fuelling, Wastewater Superintendent appeared before the Board seeking approval to purchase new control panels for the main lift station. Fuelling commented that she had been trying to get quotes since July, and these are the quotes she received. Two (2) quotes from BBC Pump and Equipment Company, Inc., one (1) quote for \$32,631.00 was for one (1) Quadraplex control and one (1) Duplex Bubbler, while the second quote of \$41,131.00 was for three (3) Duplex Bubblers. Coshow made a motion to proceed with the purchase of the 1-Quadraplex and 1-Duplex Bubbler at a cost of \$32,631.00. Seconded by Fullenkamp, the motion was adopted. Coshow then made a motion to allow Karey Fuelling, Wastewater Superintendent to sign the quote with BBC Pump and Equipment Company, Inc. Seconded by Fullenkamp, the motion was adopted.

Curt Witte, Building and Zoning Superintendent appeared before the Board to provide an update regarding the Code Enforcement issue at 1103 Angus Drive which is owned by Don and Yolanda Dale. It was shared that the process with the Dale's had started on May 19, 2022 and the fine limit of \$5,000 has been reached and no improvements have been made. The Dale's were summoned to appear before the Board of Works at its July 17, 2022 meeting but failed to appear. It was also noted that certified letters had been returned, and no one has answered the door when visits have been made to the residence. After an in-depth discussion, Fullenkamp made a motion to proceed with the City cleaning up the yard and billing the owners for any costs associated with the cleanup. Seconded by Coshow, the motion was adopted.

Kevin Hackman, Utilities Auditor sought permission to use Brycer, LLC to track backflow preventers. It was noted that the same company was previously approved for tracking fire alarms and sprinkler testing for the Decatur Fire Department. There is no cost to the City and that it included a 3-year term which could be canceled at any time. Brycer requires the Department logo, and the Asst. Water Supt., Bill Carpenter's signature and Brycer would streamline the process. Fullenkamp made a motion to approve using Brycer for the Water Department, and authorize the Utilities Auditor, Kevin Hackman to sign the contract with Brycer. Seconded by Coshow, the motion was adopted.

Next on the agenda was a review of the quotes for the Dog Park. In the absence of the Operations Manager, Jeremy Gilbert, Mayor Rickord reported on behalf of Gilbert who had received a quote of

\$37,200.00 from R&C Fencing for the fence and received two (2) quotes for the pavilion with one from Arnold Lumber at \$10,750.00 and the other quote from Schockman Lumber Company for \$12,725.00. Mayor Rickord commented that the Community Coordinator, Jamie Gephart is working on a grant with Patronicity for lighting, and flooring in the pavilion, and so forth and that Patronicity would like to see prior action by the City. \$50,000 has been included in the 2022 budget for the Dog Park. Thus, the quotes of \$37,200 and \$10,750 were within the amount budgeted. However, it was uncertain if multiple quotes had been requested for the fence since there was only one (1) quote for the fence. Coshow made a motion to proceed with the quote of \$10,750 from Arnold Lumber for the pavilion. Seconded by Fullenkamp, the motion was adopted. Regarding the work for the fence, a motion was made by Coshow to accept the R&C Fence quote of \$37,200 pending verification from Operations Manager Jeremy Gilbert that multiple quotes had been sought. Seconded by Fullenkamp, the motion was adopted.

Officer Teddy Bessesen and Assistant Chief of Police Chris Brite presented to the Board members the update of the Police Department's Standard Operating Procedures (SOP) regarding the Vehicle Towing section, which had been updated in August 2022, but still needed some minor logistical changes. It was noted the information with e-tickets can be accessed by the State, County, and City Officers. The City Attorney had reviewed the proposed changes and approved. Fullenkamp made a motion to approve the amendments to SOP for the Decatur Police Department for vehicle towing. Seconded by Coshow, the motion was adopted.

Officer Bessesen, also noted the addition of a Crisis Response Team (CRT) for hostage negotiations to the Department's SOP. Officer Bessesen had been a part of a negotiations event in April and realized since he had no training in the negotiation process, how important the training could have been. He has attended two (2) training sessions to become a certified negotiator. He hopes to get a 4-person team together for the Decatur Police Department. Work will continue to proceed with the Fort Wayne Police Department and Allen County. Officer Bessesen noted that Officer Bosler has also been trained. Officer Bessesen shared of an incident in July of this year and that it proved how positive the effect of the training had been. Officer Bessesen has received both basic and expert training classes. The costs for additional officers to be trained in order to have a 4-person team would be covered by the County Prosecutor's budget. City Attorney Anne Razo reported that she has reviewed the CRT, which is a broad overview of how the Decatur Police Department would go through to have a base framework for a team. Fullenkamp made a motion to approve the addition of the CRT to the Decatur Police Department's SOP. Seconded by Coshow, the motion was adopted.

Assistant Police Chief Brite requested from the Board a need for interviewing applicants to fill the vacancy for a Sergeant position. An Executive Session of the Board of Public Works and Safety was set for November 9, 2022 at 1:00 p.m. for the purpose of interviewing candidates.

Regarding the resignation of Officer Jagg Nunez who will continue as a Reserve Officer, it was noted he owes \$2,250.99 as a result of his signing bonus and incidentals. Fullenkamp made a motion to allow for an addendum to his original contract to allow for repayment to be made in full in six (6) months from the date he resigned as a full-time patrolman. Seconded by Coshow, the motion was adopted.

Asst. Police Chief Brite announced that Officer Colyn Torson will be resigning with October 28, 2022 being his last work day, but wishes to remain as a Reserve Officer. Since he did not have a signing bonus, a motion was made by Coshow to allow Officer Torson to continue as a Reserve Officer. Seconded by Fullenkamp, the motion was adopted. Fullenkamp then made a motion for the continuation of the conditional employment contract to stay in effect as long as he remains on the force as a Reserve Officer for five (5) years. Seconded by Coshow, the motion was adopted. It was noted that Reserve Officers need to volunteer to patrol eight (8) hours a month, and attend four (4) hours of training a month.

Fullenkamp made a motion to make the Oath of Office of Jagg Nunez who was sworn in as a Police Reserve on October 20, 2022 a matter of record. Seconded by Coshow, the motion was adopted.

A motion was made by Fullenkamp to make the resignation letter from Officer Colyn Torson a matter of record. Seconded by Coshow, the motion was adopted.

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

Adjournment was at 7:11 P.M.