

**BOARD OF PUBLIC WORKS AND SAFETY,
STORMWATER MANAGEMENT
MEETING MINUTES
CITY OF HARTFORD CITY, INDIANA
AUGUST 3, 2020**

CALL TO ORDER AND WELCOME: Mayor Dan Eckstein welcomed everyone and called to order the regular meeting of the Board of Works and Public Safety at 5:00pm.

ROLL CALL: Members present were Kristi Bonewit, Pam Weiseman and Mayor Dan Eckstein. Also present were City Attorney, Brandon Murphy and Clerk-Treasurer, Dana Whatley.

APPROVAL OF AGENDA: Ms. Weiseman made a motion to accept the agenda as submitted. Ms. Bonewit seconded the motion. Vote to approve was 3-0.

APPROVAL OF MINUTES: Ms. Weiseman made a motion to accept the minutes as submitted. Mayor Eckstein seconded. Vote to approve 3-0.

APPROVAL OF CLAIMS: Ms. Bonewit made a motion to approve the claims as submitted. Seconded by Ms. Weiseman. The motion carried 3-0.

OLD BUSINESS:

POLICE DEPARTMENT – CHANGING JOB DESCRIPTIONS: The Board asked for clarification in relationship to the new titles and the salary amount paid, to these officers. The Police Chief stated that there will be a Patrol/Lieutenant and an Investigation/Lieutenant. These officers will be paid the Lieutenant's salary. There will also be a Patrol/Sargent and an Investigation/Sargent. These officers will be paid the Sargent's pay. He explained that the officers with the word Patrol in their title will be in charge over the other patrol officers. The others with the word Investigation in their title will be in charge of the investigations. Upon clarification, Ms. Weiseman made a motion to approve these job description changes as submitted. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

NEW BUSINESS:

- 1.) **ANGELA SMITH – ALTERNATIVE QUOTE FOR THE PROPERTY/CASUALTY INSURANCE POLICY:** Ms. Smith was unable to attend the Board of Works meeting. She is working on some different quotes for this insurance policy. Due to the renewal date being as of midnight on Saturday, August 1, 2020, the Board of Works signed the agreement to renew with the current company EMC. There was a 3% increase this year. Mayor Eckstein mentioned to all Department Supervisors to look, at their list of vehicles/equipment, and make sure the list is up to date and we aren't paying for any vehicles/equipment that we no longer have. It was discussed that the City explores other quotes and not wait until the last minute to do so. Mayor Eckstein made the motion to approve the renewal of policy with EMC. Ms. Bonewit seconded the motion. The motion carried 3-0.

2.) KEITH BRYANT, UNITED CONSULTING ENGINEERS – “ON-CALL”

ENGINEERING SERVICES AGREEMENT: Mayor Eckstein stated that the City has now obtained the official signatures from INDOT for a hardship grant for the State Road 3 south project. This project is scheduled to start in March 2021 and will last approximately 10 to 12 months. Mr. Bryant said now that INDOT has signed this Extraordinary Cost Agreement the City will receive a \$2.93 million dollar water and sewage project for an outlay of \$500,000, on the City’s part. This project is now ready for the design phase. United Consulting, as design engineers for this project, is presenting an “On-Call” Agreement to set up all the legalese and the pay scale for an hourly contract. This will apply to any projects the City would want United to work on, not just this particular one. This is not an exclusive contract. The City is able to hire any engineering firm they choose to work on any given project. Task Orders must be submitted for specific projects, as well, to outline the scope of work, estimated cost and time to complete. Each task order must be presented for approval too. Attorney Murphy inquired, as to the hourly pay rates proposed, are these standard rates? Mr. Bryant did say that the hourly rates proposed are United’s published 2020 rates. Attorney Murphy also wanted to confirm that the need for this agreement is to receive reimbursement of costs from INDOT through the Extraordinary Cost Agreement. Mr. Bryant stated that this is indeed the case plus they have also built into the INDOT agreement that the City is able to go back 3 years prior and re-coup monies spent on previous projects that United has billed us, for consulting work. The Water Department Supervisor asked if each department can specify what materials are used for their portion of the State Road 3 South project? Mr. Bryant stated that yes they can. Attorney Murphy made a suggestion that the Board take up the On-Call Agreement and the Work Order separately. Mayor Eckstein made a motion to accept the On-Call Agreement with United Consulting. Ms. Weisman seconded the motion. The vote to approve was 3-0. Mayor Eckstein made a motion to approve the Task Order 2020-01 – INDOT SR 3 South Water & Wastewater Relocation Project – Design, Bid and Construction Administrative Services – INDOT Project DES. No.1383491. Seconded by Ms. Bonewit. The motion carried 3-0.

BOARD INPUT: Mayor Eckstein stated that since the pool did not open this year, the Parks Department have some extra funding available. The Parks Department Supervisor shared the desire to have a new Parks Building constructed. The current building is located at 825 W. Fulton St. It was built in the 1970’s and is currently utilized beyond its capacity. The current building has significant water damage, signs of age and is not heated. To keep water pipes from freezing, in the winter, they rely on unattended space heaters. With 2020 being an unprecedented year, it has opened up some opportunities to explore building a new facility, on that same lot. The vision, of the Parks Department, is that the building would be a pole barn style of facility. They have had conversations with some contractors and believe they can complete this project within their current budget and not incur any additional debt, for the city. They are seeking approval, from the Board, to take bids for this project. The Parks Department is also planning on presenting this idea to the City Council, as well. Mayor Eckstein made the motion for the Parks Department to take the next step and obtain bids for this job. Ms. Bonewit seconded the motion. The vote to approve next step was 3-0.

The Parks Board President presented their new Parks brochure that will be available, for the public, explaining all the things that Hartford City Parks have to offer. She also invited everyone to the grand opening of the Wilderness Prairie on Saturday, August 15, 2020 at 1:00pm.

Ms. Weiseman asked B. Maddox, Communications Director for the City of Hartford City for an update on what he has going on currently. He stated that he's been really busy with this position. He stated that he's worked on the Golf Cart Ordinance and education plan. He said that it has reached 5,000-6,000 people and is proving to have some impact. He has also been working with the Water Department and has shared their annual water report online. He stated that he's using social media, the Hartford City website, newspapers and radio depending on what he is trying to accomplish.

ADJOURNMENT: Mayor Eckstein made a motion to adjourn. Ms. Bonewit seconded. The meeting adjourned at 5:41pm

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