

**BOARD OF WORKS MEETING
NOVEMBER 30, 2007
TIME: 8:00 A.M.**

PRESENT: Mayor Frank Manus and Mike Riley. Glenn Tebbe was absent.

The Pledge of Allegiance was recited.

Mike Riley was absent from the November 2nd regular meeting. These minutes will be passed at the next meeting providing Glenn Tebbe is present. The minutes from the November 9th Special Meeting were approved with Mike making the motion and second by Mayor Manus. All ayes and passed.

Wastewater Superintendent Jeff Smith brought computer quotes before the Board for approval. The computers were part of the original Wastewater Treatment Plant upgrades for Supervisory Control and Data Acquisition (SCADA) at a cost of \$38,000.00. The quote Jeff recommended was for a Dell Server, 3 Mini Workstations for the Lab, Pretreatment Coordinator and the Forman, a workstation for the Plant Computerized Operations, and a workstation for the Scada and GIS System, being a total of \$15,048.47. The other two quotes were for Gateway and HP. **Frank made the motion to accept Jeff's recommendation to purchase the Dell computers, Mike second, all ayes and passed.**

Jeff also brought before the Board **Wastewater Discharge Permit#2007-8 for Honda.** **Frank entertained the motion to accept, Mike second, all ayes and passed.**

The next item on the agenda was Junked Items from the **Street Department.** **Ralph Land, Street Commissioner** had been "cleaning house" and presented to the Board a list of items, some that were as old as he, that were of no value and were to be disposed of. **Mike entertained motion to dispose of such items, second by Frank, all ayes and passed.**

Police Chief Bill Meyerrose submitted a letter of "Recommendation for Promotion" that Officer Rudy Perez be promoted to the rank of First Class Patrolman, effective December 31, 2007. **Frank entertained the motion for promotion, Mike second, all ayes and passed.**

Bill's second request was to purchase tires through a State bid for a total of \$3,195.98. **Mike made motion to accept, Frank second, all ayes and passed.**

Bill's third request was to purchase a full size refrigerator from Sears for \$429.00. They have outgrown their smaller one which is used to store evidence. **Mike made motion, Frank second, all ayes and passed.**

Scott Chasteen, Fire Chief, brought three items before the Board. First was a request to purchase six (6) sets of Globe G-extreme fire protective clothing from Hoosier Fire Equipment of Indianapolis. The cost per set is \$1,389.00, total being \$8,334.00. This funding is within the Fire Department budget. The Chief stated this clothing is expected to last 5 years. Quotes were also obtained from Chief Supply of Charlotte NC at \$1,669.98 and Lab Safety Supply of Janesville WI at \$1,968.00. **Mike made motion to accept the quotation from Hoosier Fire Equipment, Frank second, all ayes and passed.**

Scott's second request was for a SetCom 900E Fire Apparatus intercom system for Ladder #6. This equipment has been proven to allow better communication between firefighters as they have been utilizing the same in two vehicles so far. The equipment will be installed by fire department personnel. The quote is factory direct from SetCom for \$2,979.00. The funds are budgeted in the fire department budget. **Mike made motion to accept, Frank second, all ayes and passed.**

Scott's third request was for **Emergency Lighting and Vehicle Outfitting** for the new vehicles currently on order. Scott's request was to use \$6,000.00 from the fire department budget to mark and light the new vehicles currently on order for the fire department. Quotes were for JTN Service, Inc. \$8,995.00 for both, Owens Communication \$8,890.28 for both, Waymire Inc. still waiting for, A11Maxx Lighting still waiting. Scott wants to salvage some items from vehicles which will lower the amounts on the quotes. The visibility of both vehicles is important as they will be used for emergency response vehicles. Scott stated he has another quote for \$8,000.00 that he had just received and hadn't had a chance to go through it yet. The board authorized Scott to use \$6,000.00 towards the lowest quote. If he needs more money to finish he will have to revisit the board. **Motion made by Frank and second by Mike, all ayes and passed.**

Donna Lecher, Water and Wastewater Office Manager, presented a request of adjustment on the sewer portion of account #116906 in the amount of \$413.97. The request came before the board due to it being over \$250.00. **Motion was made by Frank, second by Mike, all ayes and passed.**

Pepper Culpepper-Cooper came before the Board to discuss employee insurance for 2008. We had a rough 2007 as far as claims. We had several high claims and one death. He recommended we renew the life insurance with the current carrier, Companion Life and keep the current third party Administrator, American Administrators, with a maximum increase of 3.10%. American Administrators guaranteed there would be no increase in administrative fees for two (2) years.

He stated traditionally 14% is the fully insured increase. Cooper solicited 17 companies, with 9 actually submitting quotes. The partial self-funding has really helped to keep the health insurance rates low. Steve Taylor questioned the probability of increase amount in 2008. Cooper stated most likely 2% and will not go to up to the max of 3.10%. All companies solicited had an A+ rating. **Frank entertained the motion to accept the current plan and current administrators, with Mike making the motion, Frank second, all ayes and passed.** This will also go before the Council for information only purposes as the Board of Works was the board that was responsible for passing the City Health Insurance.

Darren Burkhart brought before the board Partial Pay Request No. 6, Infrastructure Systems, Inc., for the West Side Interceptor and Regional Lift Station in the amount of \$580,283.00. He stated this project is getting close to completion. **Motion made by Mike, second by Frank, all ayes and passed.**

Darren also brought Partial Pay Request No. 1 for the Wastewater Treatment Facility Improvements in the amount of \$1,476,500.00, payable to Bowen Engineering Corporation. \$147,650.00 of this is being held in an escrow account until the project is completed and approved. Darren stated that 5% of the total project is withheld on all projects in an escrow account. **Motion was made by Mike, second by Frank, all ayes and passed.**

Darren gave the following updates on other projects:

Elevated Tank: starting to fill & test this weekend. Hope to be done sometime next week. There is a leak in the supply line to Honda under the tank. The contractor is responsible for repairs.

Water Main: complete and connected. Paper work needs to be completed.

Lift Station: testing and tracing on controls this week. A couple of items need completed. December 12-19 should get new generator. The contractor is to supply one until we get the new one. The Mayor asked when the billing was to start. Darren stated to check the Utility Contract. Will be flushing lines the 1st. Not sending to the sewer plant, they are going to send to their retention ponds due to dry weather to fill ponds.

Water Treatment Plant: Started working at Flatrock pump station. The plant is next.

Wastewater Treatment Plant: Additional cost of \$5,000.00 so far. Mike asked when the street cuts were going to be repaired. It has to be 40 degrees or warmer to repair, hopefully next week, otherwise cold patch will be applied and permanent repair next spring.

Darren also brought before the Board Task Order 004-Preliminary Study to Extend Water and Wastewater Services to a Proposed Industrial Park Along Old US 421. The Engineering Fees total cost will be \$23,500.00. By a written Economic Development Agreement, the Developer will reimburse the Wastewater Department for this study. Section 1. of The Economic Development Agreement is being revised by Rick Hall, changing the wording from Developer to Company and will be signed by the developer, Brookview Properties LLC. This report needs to be completed by December 24th, 2007. **Motion was made by Mike to accept this agreement, second by Frank, all ayes and passed.**

The Mayor stated his secretary's old computer monitor was replaced and the old one needed to be junked. Ralph Land is going to dispose of it. **Mike made motion, Frank second, all ayes and passed.**

Meeting adjourned at 9:17 A.M.

PRESIDING OFFICER _____

ATTEST: _____

Water Office Manager, in place of Clerk-Treasurer