



February 6, 2023
Board of Works

Present:

Mike Hartman, Mayor
Bob Haywood, Board of Works
Mark Cline, District 2 Council
Angela Eck, Clerk-Treasurer
Mike Fry, Code Enforcement
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Scott Lanning, Wastewater Superintendent
Vivian Likes, City Planner

Absent:

Eric Johnson, Board of Works
Eric Dohner, City Superintendent
Jimmie Eck, Fire Chief

Mayor Hartman opened the regular session of the Board of Works at 6:30 pm at 215 South Broadway.

The minutes from the January 16th meeting were presented. Mr. Haywood made a motion to approve the minutes and Mr. Cline seconded the motion. The motion passed with all in favor.

Payments and Vouchers

Pay Period 1/16 to 1/29 in the amount of \$39,532.08

January Elected Pay in the amount of \$5,140.29

Vouchers for the period 1/14 to 2/3 in the amount of \$849,564.87

Mr. Cline made a motion to approve the claims and vouchers as presented and Mr. Haywood seconded the motion. The motion passed with all in favor.

Utility Billing Adjustment Requests:

2023-04, void 3 bills, new accounts that shouldn't have been billed until February, \$249.75

2023-05, 501 E Main, leak due to frozen pipes, credit wastewater \$424.57

2023-06, 316 S Federal, leak due to frozen pipes, credit wastewater \$283.41

2023-07, 349 W Main, leak due to frozen pipes, credit wastewater \$1,042.96

2023-08, 101 E Main, leak due to frozen pipes, credit wastewater \$66.75

2023-09, 301 Meadowmere, payment posted to wrong account, remove penalties

2023-10, 136 S Broadway, leak due to frozen pipes, credit wastewater \$107.10

2023-11, 516 E Main, leak due to frozen pipes, credit wastewater \$685.70



February 6, 2023
Board of Works

Mr. Haywood made a motion to approve the adjustments and Mr. Cline seconded the motion. The motion passed with all in favor.

Planning & Community Development

City Planner Vivian Likes reported that she is working on establishing a Façade Grant Program and hopes to have it ready to present by the end of the month.

Police Department

Police Chief Mark Heffelfinger reported that he received a donation from New Millennium in the amount of \$6,000. He would like to use this donation to purchase additional equipment for the new police car that is on order. This includes a new computer and docking station and a less lethal shotgun for a total of \$4,450.00.

Chief Heffelfinger reported that he would like to purchase two additional in-car cameras. These would go in the chief's vehicle and the new police car. The cost will be \$21,021.60 over four years and the lease term will match up with the existing cameras. The amount due for 2023 will be \$3003.10. \$1,550 from New Millennium will go towards this purchase. There was discussion. Mr. Haywood made a motion to approve the two additional in-car cameras and Mr. Cline seconded the motion. The motion passed with all in favor.

Water and Wastewater

Wastewater Superintendent Scott Lanning presented a request from City Superintendent Eric Dohner for the purchase of a new utility locating device. The current device is failing and it is used almost daily. There is only one vendor that has this particular device in stock and it is C & S Solutions at a price of \$6,616.99. Mr. Cline made a motion authorizing the purchase of the locator and Mr. Haywood seconded the motion. The motion passed with all in favor.

Mr. Lanning also reported that he is still gathering pricing information to upgrade the stormwater lift station.

City Attorney

City Attorney Cedric Hollabaugh presented agreements from Barnes and Thornburg for the upcoming bond issues for the Water and Wastewater Utilities. Both are in the amount of \$33,000. These fees will be paid out of the respective bond issues.

Mr. Haywood made a motion to enter into agreement with Barnes and Thornburg for the 2023 Waterworks Revenue Bonds (SRF) in the amount of \$33,000 and Mr. Cline seconded the motion. The motion passed with all in favor.

Mr. Cline made a motion to enter into agreement with Barnes and Thornburg for the 2023 Sewage Works Revenue Bonds (SRF) in the amount of \$33,000 and Mr. Haywood seconded the motion. The motion passed with all in favor.



February 6, 2023
Board of Works

Mr. Hollabaugh presented agreements from Hollabaugh Law to serve as Issuer's Counsel for the same upcoming bond issues for a total of \$20,000. Revenue from the bond issues will be used to pay these fees.

Mr. Haywood made a motion to enter into agreement with Hollabaugh Law in the amount of \$10,000 for the 2023 Sewer Works Revenue Bonds and Mr. Cline seconded the motion. The motion passed with all in favor.

Mr. Cline made a motion to enter into agreement with Hollabaugh Law in the amount of \$10,000 for the 2023 Water Works Revenue Bonds and Mr. Haywood seconded the motion. The motion passed with all in favor.

Mr. Hollabaugh reported that he has been working with the County Attorney on the former Humane Shelter property. The County would like the title to the property to transfer to the City of Butler and then the City can transfer the property to the Butler/Wilmington Fire Territory. The County will prepare the resolutions for transfer. There was discussion.

Mr. Haywood made a motion to accept the transfer of the property to the City of Butler first and Mr. Cline seconded the motion. The motion passed with all in favor.

Clerk-Treasurer

Clerk-Treasurer Angela Eck presented an agreement from Baker Tilly for the upcoming Sewage Works bond issue in the amount of \$60,000. Revenue from the bond issue will pay this fee. Mr. Cline made a motion to enter into agreement with Baker Tilly for the Sewage Works bond issue in the amount of \$60,000 and Mr. Haywood seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Angela Eck presented an agreement from Baker Tilly for the upcoming Water Works bond issue in the amount of \$60,000. Revenue from the bond issue will pay this fee. Mr. Haywood made a motion to enter into agreement with Baker Tilly for the Sewage Works bond issue in the amount of \$60,000 and Mr. Cline seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck presented SRF Disbursement Form 48 for Bowen Engineering in the amount of \$102,282. Mr. Cline made a motion to approve Disbursement 48 and Mr. Haywood seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck presented SRF Disbursement Form 49 for Donohue & Associates in the amount of \$2,220. Mr. Haywood made a motion to approve Disbursement 49 and Mr. Cline seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck presented Pay Application 4 from Bowen Engineering on the Broadway Stormwater Project in the amount of 467,790.30. Mr. Haywood made a motion to approve Pay Application 4 and Mr. Cline seconded the motion. The motion passed with all in favor.



February 6, 2023
Board of Works

Clerk-Treasurer Eck presented invoice 5719-06 from Engineering Resources on the Broadway Stormwater Project in the amount of \$6,274.01. Mr. Cline made a motion to approve invoice 5719-06 and Mr. Haywood seconded the motion. The motion passed with all in favor.

Mr. Cline made a motion to adjourn at 6:56 pm and Mr. Haywood seconded the motion. The motion passed with all in favor.

A handwritten signature in black ink, appearing to read "C. Cline", written over a horizontal line.

Mayor

A handwritten signature in black ink, appearing to read "R. Haywood", written over a horizontal line.

Board of Works

A handwritten signature in black ink, appearing to read "Angela M. Eck", written over a horizontal line.

Clerk-Treasurer

A handwritten signature in black ink, appearing to read "Mike Hartman", written over a horizontal line.

Board of Works