June 5, 2023
Board of Works

Present:

Mike Hartman, Mayor
Eric Johnson, Board of Works
Bill White, Common Council
Angela Eck, Clerk-Treasurer
Jimmie Eck, Fire Chief
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Scott Lanning, Wastewater Superintendent
Vivian Likes, City Planner

Absent:

Bob Haywood, Board of Works

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

The minutes from the May 15th meeting were presented. Mr. Johnson made a motion to approve the minutes and Mr. White seconded the motion. The motion passed with all in favor.

Payments and Vouchers
Pay Period 5/8 to 5/21 in the amount of $38,225.78
May Elected in the amount of $5,140.29
Vouchers for the period 5/16 to 6/5 in the amount of $613,544.03
Mr. White made a motion to approve the claims and vouchers as presented and Mr. Johnson seconded the motion. The motion passed with all in favor.

Utility Billing Adjustment Requests:
2023-28 for 412 Depot, remove late fees of $7.82
2023-29 for 130 Walnut, remove late fees of $10.02
2023-30 for 206 W Main, remove late fees of $12.84
2023-31 for 609 Independence, remove late fees of $6.87
2023-32 for 529 W Liberty, remove late fees of $6.87
2023-33 for 420 N. Broadway, remove disconnect fee of $50
2023-34 for pool adjustments, credit wastewater $490.81
2023-35 for 202 W Main, credit wastewater $111.40

Mr. Johnson made a motion to approve the adjustment and Mr. White seconded the motion. The motion passed with all in favor.

Police Department
Police Chief Mark Heffelfinger reported that he would be bringing up the issue of initiating a Take Home Car Program.

Fire Department
Fire Chief Jimmie Eck reported that only All Out Bird Control responded to the questions that the Board had from their last meeting. The material used for the exclusion is galvanized and powder coated. He will also clean up all of the nesting material that is removed during the exclusion. The total estimated cost is $18,565. Mr. Johnson made a motion to accept the quote from All Out Bird Control and Mr. White seconded the motion. The motion passed with all in favor.

Chief Eck reported that work is slowing beginning at their new Training Facility on US 6. The building will be painted once power is available. A gate has been ordered. They are also working on getting quotes for tree removal and a sign.

Streets / Parks / Water
Wastewater Superintendent Scott Lanning reported that the Water Tower Project is on schedule. The tank will be refilled once Dixon performs their final inspection and puts chlorine in the base. The earliest that the water tower will be put back into service is Saturday, June 17th. Mr. Lanning has learned of several items that need to be updated at the water plant during this project. He will also develop a full set of SOPs for taking the water tower out of service which will include pictures. There will also be a future project list to consider and address over the next several years.

The Water Department discovered during the Water Tower Project that they do not currently have a good way to communicate items of concern to the residents of Butler. Mr. Lanning has spoken with DeKalb Homeland Security about it and they do not have a good way either. Clerk-Treasurer Eck has spoken with Invoice Cloud, who manages the City's online payments about communication and discovered that they do have a communication option available. She will find out more about it.

Mayor Mike Hartman presented quotes from two different shed companies. This shed would be installed at the Community Garden and be used to store equipment and produce. The Park Board did meet and approved the quote from Avery Buildings in the amount of $8,904.28. There is money from Heidtman Steel and the DeKalb County Fair Parking set aside for this shed. Mr. Johnson made a motion to approve the quote from Avery and Mr. White seconded the motion. The motion passed with all in favor.

Mayor Hartman presented a quote from Play by Design for repairs and updates to South Side Park. Leathers never responded with an updated quote. The price from Play by Design is $98,657. This does not include any labor, it will be a Community Project/Event with VOLUNTEER LABOR. There was discussion. Mr. Johnson made a motion to approve the quote from Play by Design at a price not to exceed $98,657 and Mr. White seconded the motion. The motion passed with all in favor.

Wastewater

Mr. Lanning presented information about an Apprenticeship Program that Alliance of Indiana has available through the Department of Labor. Gavyn Aden would like to participate in this program. It is a two-year program and has 288 hours of coursework. He would end up with a Wastewater III license. It is $7,000 for the coursework and $700 for a laptop. Gavyn does qualify for full tuition reimbursement and the $700 for the laptop through Alliance. The City would only need to pay for travel when he needs hands on training and testing. There was discussion.

Mr. Lanning reported that the North Broadway Project is moving along nicely and on schedule. The sanitary sewer connections are almost completed. He complimented Bowen Engineering on a job well done, especially on allowing residents easy accessibility to their homes in the project area.

City Attorney

City Attorney Cedric Hollabaugh presented a Mutual Early Lease Termination Agreement with Mercury Wireless. They had been using space on our water tower. All of that equipment has been removed. Mr. Hollabaugh highly recommends terminating the agreement so that negotiations would need to occur if Mercury would like to install new equipment on the tower. Mr. Johnson made a motion to terminate the agreement and Mr. White seconded the motion. The motion passed with all in favor.

Mr. Hollabaugh reported that DeKalb County did get the property description revised on the warranty deed for the former Humane Shelter property and it has now been accepted. They are working on getting a Sales Disclosure Form completed now.

Mr. Hollabaugh reported that the time for accepting bids for the North Ash street parcel expires on June 15th. As of today, no bids have been made.

Clerk-Treasurer

Clerk-Treasurer Angela Eck presented the following Special Disbursement Requests:

Long-Term Control Plan Project:

1-DRF 56 to Donohue for $1,708

2-Supplemental Grant #7 to Donohue for $1,113

Broadway Stormwater Project

3-Pay App 8 to Bowen in the amount of $414,577.80 and $46,064.20 to escrow

4-Donohue for $4,009.65

5-Engineering Resources for $4647.75

North Broadway Project

6-Water Portion DRF 8: Wessler Engineering for $3,724

7-Wastewater Portion DRF 8: Wessler for $3,724

Mr. Johnson made a motion to approve the Special Disbursement Requests as presented and Mr. White seconded the motion. The motion passed with all in favor.

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Clerk-Treasurer Eck reported that GoTo had turned the City over to collections for what they claim are valid, unpaid invoices. She and Mr. Hollabaugh are of the opinion that it will be cheaper to just pay them then to try to fight it. There was discussion. Mr. Johnson made a motion to go ahead and pay GoTo and Mr. White seconded the motion. The motion passed with all in favor.

Mayor

Mayor Mike Hartman presented an invoice from Dixon Engineering in the amount of $4,900. This invoice was lost in the transition from Eric Dohner leaving at the end of March. Mr. Johnson made a motion to approve payment to Dixon in the amount of $4,900 and Mr. White seconded the motion. The motion passed with all in favor.

Mayor Hartman presented a new survey of the former Butler Company Property that was completed by Compass Land Surveying. He hopes that this new survey will clear up the issues that Indiana Brownfields has with the property lines. Mayor Hartman reported that this survey did end up costing more than originally thought because it needed a lot of extra work. He asked the Board if they would permit Clerk-Treasurer Eck to pay the invoice in the amount of $2,860. Mr. Johnson made a motion to issue payment to Compass Land Surveying in the amount of $2,860 and Mr. White seconded the motion. The motion passed with all in favor.

Mr. Johnson made a motion to adjourn at 7:24 and Mr. White seconded the motion. The motion passed with all in favor.

Mike Hartman
Mayor

Eric Johnson
Board of Works

Angela M. Eck
Clerk-Treasurer

Tracey Hawkins
Board of Works