

**MINUTES OF MEETING  
BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF MONTICELLO  
DECEMBER 18, 2017**

The regular meeting of the Board of Public Works and Safety, of the City of Monticello, Indiana was held on Monday December 18, 2017 at 5:30 p.m. The meeting was called to order by Board of Works President Grace Oilar and was opened with the Pledge of Allegiance.

Roll call, by Clerk Treasurer Jim Mann, was answered by Board Members Grace Oilar and Andy Harmon. City Attorney George Loy was also present.

A motion was made by Board Member Andy Harmon, seconded by Board Member Grace Oilar to approve the minutes of the Regular Meeting of November 20, 2017 and the minutes of the Special Meeting of December 1, 2017 as presented. All ayes, motion carried.

**ADDITIONS OR DELETIONS TO THE AGENDA**-Grace Oilar stated the agenda would be changed under New Business to include the addition of item 13-Resignation of Joseph Goltz-Fire Department and item 14-Conditional Offer of Employment to Jacob Norwell-Fire Department.

**OLD BUSINESS**

1. Commonwealth Engineering-Contract for Professional Services-Sewer Cleaning & CCTV-Superintendent Adam Downey indicated the wastewater department needs to develop a maintenance plan for the cleaning and repair of sewers. The contract would be a one year, three way agreement with Commonwealth, Accu-Dig, and the City. The contract would be for 1 year at \$75,000.00. The term of one year would be renewable if all the parties involved wish to continue. Adam referred to IC 36-1-12-4.9 where it is cited that projects under \$150,000.00 and are tied routine repair or routine maintenance of existing structures. Once this condition is met then IC 5-22 may also apply where there exists a unique opportunity to obtain supplies or services at a substantial savings to the governmental body. Adam Downey said the savings would be as a result of Commonwealth not marking up Accu-Dig's expenses and there will not be any mobilization or demobilization expense with Accu-Dig. Andy Harmon made a motion to approve the not to exceed \$75,000.00, 1 year three way contract with the City, Commonwealth and Accu-Dig. Grace Oilar seconded the motion. All ayes, motion carried.

**NEW BUSINESS**

1. Wastewater-Wessler Invoice # 31141-Adam Downey reported the invoice is substantially lower than the previous month and includes a \$3,000.00 deduction. Once the engineering portion of the project is completed there will be a total savings of approximately \$75,000.00 in that line item. Andy Harmon made a motion to approve Wessler Invoice 31141 in the amount of \$5,662.98. Grace Oilar seconded the motion. All ayes, motion carried.

2. Wastewater-Reynolds Construction-Final Release of Retainage-Grace Oilar made a motion to approve the final pay application with Reynolds in the amount of \$279,334.79. Andy Harmon seconded the motion. All ayes, motion carried.
3. Wastewater-Reynolds Construction-Final Completion Letter-Adam Downey indicated this is a requirement of the State Revolving Loan Fund. Andy Harmon made a motion to approve the Final Completion Letter. Grace Oilar seconded the motion. All ayes, motion carried.
4. Wastewater-Commonwealth-CSO-LTCP-Invoice 40207-Adam Downey indicated the invoice is related to the modeling and monitoring contract with Commonwealth Engineering. Andy Harmon made a motion to approve the invoice in the amount of \$32,272.39. Grace Oilar seconded the motion. All ayes, motion carried.
5. Water-Solid Finish Construction Pay App 6-Water Superintendent Rod Pool reported the E South Street water line project came in under budget by \$27,207.18. Andy Harmon made a motion to approve change order 1 in that amount. Grace Oilar seconded the motion. All ayes, motion carried. Andy Harmon made a motion to approve pay application 6 in the amount of \$45,076.02. Grace Oilar seconded the motion. All ayes, motion carried.
6. Water-Commonwealth-Engineering Services for E South Street-Invoice 40282-Grace Oilar made a motion to approve the invoice in the amount of \$418.77. Andy Harmon seconded the motion. All ayes, motion carried.
7. Police Department-Request Ryan Pyle be taken off Probation-Andy Harmon made a motion that Ryan be taken off probationary status as of 12-26-2017. Grace Oilar seconded the motion. All ayes, motion carried.
8. Fire Department-2015 Medicaid Ambulance Payment Adjustment-Fire Chief Galen Logan provided background on the Medicaid Reimbursement program. The City has entered into agreements with the State Family and Social Services in the past to receive reimbursements. Rooney & Associates has assisted the City compile and submit the paperwork. Grace Oilar made a motion to approve the agreement as presented. Andy Harmon seconded. All ayes, motion carried.
9. Fire Department-Resignation of Jendy Pettigrew-Fire Chief Galen Logan said Jendy has accepted a full time position and she will be missed. Andy Harmon made a motion to approve the resignation of Jendy Pettigrew effective 12-22-2017. Grace Oilar seconded the motion. All ayes, motion carried.

10. American Fidelity-Section 125 Flexible Benefits Plan Update-Clerk Treasurer Jim Mann outlined the reason for the update. American Fidelity has been our vendor through which we handle employee pre-tax benefits. The original document was written in 1998 and many updates were required because changes have been made to the companies providing some of these benefits. Andy Harmon made a motion to approve the update as presented. Grace Oilar seconded. All ayes, motion carried.
11. Utility Adjustments-Andy Harmon made a motion to approve the utility adjustments as presented. Grace Oilar seconded. All ayes, motion carried.
12. Write Off Uncollectable Account Balances-Grace Oilar made a motion to approve the request to write off \$487.57 of uncollectable debt. Andy Harmon seconded the motion. All ayes, motion carried. City Attorney George Loy indicated that efforts had been made to collect through filing liens. But, the City may not place liens on water bills, only sewer. He also suggested that the City could still collect from any of the “write offs” even though the action has been taken.
13. Resignation of Joseph Goltz-Fire Department-Fire Chief Galen Logan reported the Joe Goltz will be moving to the Zionsville area. His wife’s family lives in that area. Joe would like to stay on with the MFD in PRN status. Andy Harmon made a motion to accept the resignation of Joe Goltz effective 12-31-17. Grace Oilar seconded. All ayes, motion carried.
14. Conditional Offer of Employment-Fire Department-Jacob Norwell-Fire Chief Galen Logan said that he keeps a hiring list and he would like to offer Jacob Norwell the full time position pending he be accepted in the pension fund and that he obtain his paramedic license. The hiring would be effective 12-31-2017. Andy Harmon made a motion to approve the hiring of Jacob Norwell as presented. Grace Oilar seconded the motion. All ayes, motion carried.

There being no further business, meeting adjourned at 6:02 p.m.

James D Mann  
Clerk Treasurer  
City of Monticello