

City of Decatur
Board of Public Works & Safety Minutes
September 5, 2023

The City of Decatur Board of Public Works and Safety members met on September 5, 2023 at 6:00 at City Hall in Council Chambers, 172 N. Second Street, Decatur. Members present were Craig Coshow, Tyler Fullenkamp, and Mayor Dan Rickord. Also present were Clerk-Treasurer Phyllis Whitright and City Attorney Anne Razo.

The Clerk-Treasurer had emailed the minutes from the August 15, 2023 meeting. Coshow made a motion to approve the minutes of the August 15, 2023 meeting as emailed. Seconded by Fullenkamp, the motion was adopted.

First on the agenda was Kevin Hackman, Utilities Auditor requesting approval to write off 5-year-old delinquent utility accounts at a level of \$15,179.26 which has decreased over the years. Hackman commented that a few years ago, the amount was approaching \$30,000. Coshow made a motion to proceed with writing off the 5-year-old delinquent utility accounts. Seconded by Fullenkamp, the motion was adopted.

Fire Chief Jeff Sheets appeared before the Board regarding the quotes for remediation for the mold in the basement of the Fire Department. A quote of \$14,544.46 was received from Paul Davis of Northeast Indiana, and a quote of \$14,474.31 was received from PROTECHS, Inc. Chief Sheets recommended the slightly higher quote from Paul Davis as they would be doing a little extra work by adding moisture barriers to the crawl space areas. Fullenkamp made a motion to accept Chief Sheet's recommendation of using Paul Davis of Northeast Indiana to do the remediation work at the Fire Department. Seconded by Coshow, the motion was adopted.

Kevin Gerber, Chief of Police appeared seeking permission to sell two (2) unused antenna to the Berne Police Department at a cost of \$300 each, which is the cost invested in them. Coshow made a motion to allow Chief Gerber to sell the two (2) antennas at \$300 each to the Berne Police Department. Seconded by Fullenkamp, the motion was adopted.

Brad Roe, Asst. Building and Zoning Superintendent appeared before the Board regarding a code enforcement issue at 510 Patterson Street owned by Baldemar Silva. It was shared that the first compliant had been filed on June 27, 2023 regarding excess weeds, trash bags, and a pile of lumber. The first abatement letter was delivered by the Decatur Police on June 28, 2023. Follow-up showed no progress, so a final letter for abatement was delivered on July 20, 2023. No improvements were made and a notice to appear at this evening's meeting was delivered on August 14, 2023 by the Decatur Police Department. No one appeared representing the resident this evening. Thus, the next step is to have the City Attorney, Anne Razo draft and send a letter giving 10 days to abate the nuisance, and if no improvement, fines would begin. Fullenkamp made a motion to have Attorney Razo draft and send the appropriate letter. Seconded by Coshow, the motion was adopted.

Fullenkamp made a motion to approve the one (1) year Memorandum of Agreement with the Belmont Cadet Youth Football League to use the MERIT Center outdoor field space for their games. It was shared that the agreement is the same as last year's agreement. Seconded by Coshow, the motion was adopted.

Next on the agenda were the READI Grant agreements. It was shared that two (2) grants were awarded as application had been made for two (2) grants. The first grant is in the amount of \$285,000 for improvements to the MERIT Center, and the second grant is for \$290,000 to renovate a downtown

building located at 138 N. Second Street. In order to receive the funding, the City needed to sign agreements with Northeast Indiana Regional Development Authority (RDA) to comply with the guidelines. Coshow made a motion to approve the grant agreement for the MERIT Center and authorized Mayor Rickord to sign the agreement. Seconded by Fullenkamp, the motion was adopted.

Coshow then made a motion to approve the grant agreement with the RDA for the 138 N. Second Street project and authorized Mayor Rickord to sign the agreement. Seconded by Fullenkamp, the motion was adopted.

Fullenkamp made a motion to proceed with soliciting bids for the READI Grant projects. Seconded by Coshow, the motion was adopted.

Curt Witte, Building and Zoning Superintendent appeared before the Board regarding a review of the panic and alarm system quoted for City Hall. It was discovered the panic buttons in the building were not working. Witte received two quotes, the first quote was from VFP for \$5,870.13 with a yearly fee of \$719 to monitor the system. VFP would remove the current system and replace with new. Innovative Concepts offered to do the work for \$3,466.74 and a yearly monitoring fee of \$442.80. Innovative would use as much of the current equipment as they could. Fullenkamp made a motion to proceed with the reactivation of the panic buttons and the alarm system using Witte's recommendation for Innovative Concepts doing the work with Council's approval for funding. Seconded by Coshow, the motion was adopted.

Witte also mentioned that he recently attended a seminar regarding the use of 3M bullet proof film for doors and glass at reception desks for safety. Witte shared that the state has emphasized the need for safety vests for Code Enforcement personnel. Witte noted he had found the 3M tape for the areas to be taped at a cost of \$952.00 from Above the Rest. Witte requested the Board recommend to the Council that it approve the purchase and installation of the 3M tape. Coshow made a motion to seek the support of purchasing the 3M tape with Council's approval for funding. Seconded by Fullenkamp, the motion was adopted.

Curt Witte, Building and Zoning Superintendent shared that the City has been the benefactor of work done by Adams County's NeighborLink Organization, which is ran by donations only. The group has done a lot of work in helping get areas cleaned up and at no cost. Witte suggested the possibility of donating to the group. By consensus, Witte will have the group's leader, Zane Martin attend the September 19, 2023 meeting to share the work of NeighborLink in Adams County.

Next on the agenda was a request to approve Brett Miller's quotes. The first quote of \$1,500 is for survey and legal description of an area to be partitioned to Adams County of approximately .07 acres at the MERIT Center as part of the agreement between the City and Adams County. The second quote of \$2,900 is to clean-up the MERIT Center's lot lines and legal descriptions. Coshow made a motion to approve the quote from Brett Miller for \$1,500 for the survey work as per the City-County Agreement. Seconded by Fullenkamp, the motion was adopted

A letter of resignation from Ryan Baker from the Water Department had been received, with Sept. 4th being his last work day. Clerk-Treasurer Whitright shared that the position had been posted. Fullenkamp made a motion to make the letter of resignation from Ryan Baker a matter of record. Seconded by Coshow, the motion was adopted.

There being no other business, Coshow made a motion to adjourn. Seconded by Fullenkamp, the motion was adopted.

Adjournment was at 6:41 P.M.