

**MINUTES OF MEETING
BOARD OF WORKS
CITY OF MONTICELLO
MONDAY MARCH 18, 2024**

The regular meeting of the Board of Works, of the City of Monticello, Indiana, was held at 120 West Washington Street on March 18, 2024. The meeting was called to order at 5:30 pm by Mayor Aaron Sims. The meeting opened with the Pledge of Allegiance. While the meeting was conducted in person, it was also available via Zoom and live on Facebook.

ROLL CALL: Called by Clerk Treasurer First Deputy Mary Black was answered by Mayor Aaron Sims, Steve Brown and Josh Leonard and City Attorney George Loy.

MINUTES:

Josh Leonard moved to approve the minutes of the regular February 20, 2024 and the special meeting of February 26, 2024 which was seconded by Steve Brown. All ayes. Motion passed

ADDITIONS & DELETIONS: Mayor Sims corrected the New Business agenda items:

- #8 Patriot Engineering and Environmental, Inc. should be included with #7 HWC Services Agreement
- #8 replaced with Commonwealth Task Order for the RCA Project Phase II.

OLD BUSINESS:

George Kingsley meter change was made on February 23rd. He now has a 5/8” meter. Superintendent Bob Lindley informed the Board of the cost of the meter being \$459.40. Mr. Kingsley was granted a utility adjustment of \$1,002.28. Steve Brown moved that the cost of the meter be deducted from his utility adjustment. The motion was seconded by Josh Leonard. All ayes. Motion passed.

NEW BUSINESS:

Utility Adjustments for Mr. Sobel, Ms. Slaybaugh, Mr. Franceschina and Mr. Smith were passed by unanimous vote.

Commonwealth Invoices: Water RCA Project:

Invoice #58594 in the amount of \$1,316.21; Superintendent Bob Lindley explained this was for easement assistant provided by Commonwealth. Josh Leonard moved to pay this invoice which was seconded by Steve Brown. All ayes. Motion passed.

Invoice #58593 in the amount of \$28,499.66; Superintendent Bob Lindley explained this was for January construction engineering and on-site inspections provided by Commonwealth. All SRF Funding. Steve Brown moved to pay this invoice which was seconded by Josh Leonard. All ayes. Motion passed.

Invoice #58595 in the amount of \$954.15. Superintendent Bob Lindley explained this was for engineering services provided by Commonwealth for lead service line engineering. Steve Brown moved to pay this invoice which was seconded by Josh Leonard. All ayes. Motion passed.

Commonwealth Pay Application #6 in the amount of \$172,440.20 for work done by the contractor, LGS Plumbing, through February in the RCA Water Project.

Superintendent Bob Lindley explained this was also funded through SRF. Josh Leonard moved to pay this invoice which was seconded by Steve Brown. All ayes. Motion passed.

Task Order Amendment for the RCA Phase II Project. Superintendent Bob Lindley explained this was for additional water lines in the project area to be financed by a refund of about \$722,000 in a change order approved by the Board of Works at the last meeting. Task order will cover surveying, engineering and construction with the goal to complete the project this year. Steve Brown moved to approve the task order which was seconded by Josh Leonard. All ayes. Motion passed.

Monticello Police Department Axon Camera Quote. Chief Clark, after discussing the matter withdrew the consideration of these in-car cameras pending additional competitive bids on the advice of City Attorney Loy. Attorney Loy reminded all that a purchase of this magnitude required the asking of three competitive quotes per the City’s purchasing policy.

Monticello Police Department Request to Hire Dane Holmes as a Part Time Officer. As a former officer for MPD, Dane's interest in part time and his previous employment record with the department made him an attractive addition to the department per Chief Clark. Josh Leonard moved to allow Mr. Holmes to be hired as a part time police officer, which was seconded by Steve Brown. All ayes. Motion passed.

Monticello Police Department Request to Hire Melanie Scriven as a Part Time Receptionist. Chief Clark referred to her long history as a dispatcher with the sheriff's department. Steve Brown moved to approve Ms. Scriven's hiring which was seconded by Josh Leonard. All ayes. Motion passed.

Wastewater – HWC Service Agreement. Superintendent Bob Lindley explained this was for the engineering of the City Park Lift Station project necessary for residential housing expansion on the city's south side. The Patriot Engineering and Environmental Inc. portion is included in this agreement. Steve Brown moved to approve the agreement which was seconded by Mayor Simms. Aye votes by Steve Brown and Aaron Sims. Nay vote by Josh Leonard. Motion passed.

Wastewater – Wessler Engineering Payment Application #1. Superintendent Bob Lindley explained this was for the bio solids project contractor in the amount of \$30,000 for bonds, insurance and office work. With a 10% retainage the net invoice is \$27,000. Josh Leonard moved to pay this application, which was seconded by Steve Brown. All ayes. Motion passed.

Street Department Consideration of C.C. Shepson Concrete Solutions Proposal. Superintendent Arthur described the repairs needed in the "Shoppers Concourse" (the southeast corner of Broadway and Main Streets). Old concrete needs to be removed and replaced. Funding partners include the Mayor's Youth Advisory Council, SOMA, businesses and the City Council. The low bidder was Shepson at \$48,110.00. Josh Leonard moved to approve, which was seconded by Steve Brown. All ayes. Motion passed.

Street Department Consideration of White's Fencing Proposal. Superintendent Arthur pointed out that securing the property at the Street Department garage has become more important and the fencing is needed at this time. White's fencing reputation and low bid was presented to the Board for \$29,500. Josh Leonard moved to approve, which was seconded by Steve Brown. All ayes. Motion passed.

MISCELLANEOUS AND ALL OTHER - None

ADJOURNMENT: There being no further business the meeting adjourned at 6:14 p.m.

Respectfully,

Doug Pepple

Clerk Treasurer, City of Monticello