



**BOARD OF PUBLIC WORKS AND SAFETY MEETING MINUTES**

**CITY HALL CHAMBERS**

**WEDNESDAY, MARCH 18, 2015**

**9:30 A.M**

Present: Mayor Vanlandingham, Board member Dee Byerly, Board member Greg Metz and City Attorney Doug Lehman.

Department Heads present: Todd Titus, Rick Price, Fire Chief Robert Mullett, Police Chief Larry Schnepf, Scott Richardson, Wendy Frazier and John Stephens.

Council members: Doug Konkle, Joan Haag, Bonnie Corn and Jim Wenrich

**MINUTES**

Greg Metz moved to approve the Minutes of the meeting of March 4, 2015 as were presented. Dee Byerly seconded the motion, motion carried.

**CITY CLAIMS-SEWAGE CLAIMS**

Dee Byerly moved to pay the City Claims and Sewage Claims as they were presented and signed. Greg Metz seconded the motion, motion carried.

**OLD BUSINESS**

1. Personnel: Fire Department-Light duty update-Chief Mullett

A couple of weeks ago, Travis Keating submitted his resignation effective Saturday, the 21<sup>st</sup> of March. He resigned for personal reasons and we wish him well.

Dee Byerly moved to accept his resignation. Mayor Vanlandingham seconded the motion, motion carried.

2. Update on 429 W. Main and the Fairplay building-John Stephens, Building Commissioner  
429 W. Main is down and cleaned up. The street department is filling the basement at the Fairplay. Dee Byerly asked about the retaining wall (Fairplay). John stated they will be talking about it and there are options. He would like to keep two of the walls (the North and East walls) and maybe extend it higher and put on a coating that blends with everything, and extend the retaining wall from the Fairplay to the Museum. Then we'll probably put fence and guardrail up.

## **NEW BUSINESS**

1. Approval of Task Order No. 4-American Structurepoint, Inc.-Zach Wolf

The Mayor explained that this is the contract hiring Context Landscape Architecture. They are going to design the all-inclusive park, down by the skate park. Stellar is not going to be paying for this and we'll (City) be doing this on our own.

The total cost is \$29,000, with an additional \$5,000 for reimbursable expenses. Zach Wolf stated this (contract) is to get to the point where we have a good understanding as to what it would cost to do the fundraising. There will be another fee from Context for the final design and the documents for the actual construction later so this is not the final fee for the design but it gets us far enough along so we know what we're dealing with.

Dee Byerly asked what was the cost estimate for the Stellar application. The Mayor responded, approximately \$640,000.00, but also depends on what equipment is purchased and includes sidewalks, shelter house, restrooms, the whole show. We can phase in if we need to. Once we get the design where we like it, that's when we'll start the fund raising activities.

Dee Byerly moved to approve the contract for Task Order #4, with American Structurepoint, Inc. Greg Metz seconded the motion, motion carried.

## **OTHER BUSINESS**

None

## **QUESTIONS FROM THE AUDIENCE**

Councilwoman Joan Haag asked if it (All Inclusive Playground ) will have to be bid out. Attorney Lehman stated "no" because it's a service contract and not required to bid out service contracts. With a service contract, you are normally dealing with a professional and there are qualitative considerations in addition to the quantitative considerations with regard to costs and State statute allows you to hire professional services like this, without having to go through the bid process. We would have to bid out the actual construction part of it but, the design part is professional services and you don't have to bid it.

## **REPORTS FROM DEPARTMENTS**

Fire Chief Mullett indicated the fire department has had to change their process on how they store narcotics. Now we are having to keep narcotics back at the station to refill after we use something out of the truck. (Your sponsoring hospital dictates that and the DEA.) We wanted to see how Three Rivers was doing it (the primary emergency service provider for Fort Wayne) so Jay Brainard and I went to Fort Wayne and talked to them; it was very informative and we felt better. As a result, we contacted Medisafe. It's a safe that requires not only a pin code but also a thumb print/finger print to access it. It logs who has been in it and we'll keep a log inside to explain why you are in it (refilling or whatever). The purchase of a Medisafe is about \$3,000, with a \$65/year maintenance fee contract.

Chief Mullett is asking for Board of Works' approval to be able to sign (or the Mayor to sign, whoever is deemed appropriate) to enter into this with them (Medisafe).

Greg Metz clarified that this has to do with narcotics stored at the fire station, to refill an ambulance after a run has been made. This has everything to do with how they are (narcotics)

stored inside the station. Chief Mullett confirmed. Attorney Lehman said this is a change from the way it has been done previously. In the past, the hospital stored the narcotics and when an ambulance needed to refill, they'd go to the hospital and check it out there. Drugs were never kept at the station except non-narcotic drugs. The hospital is not going to do it anymore.

The Chief did investigate other sources for this; Medisafe was the least expensive.

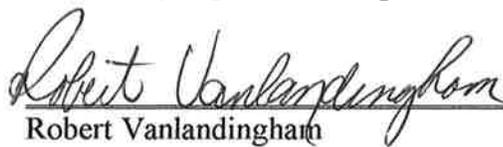
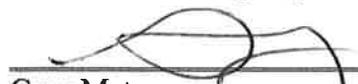
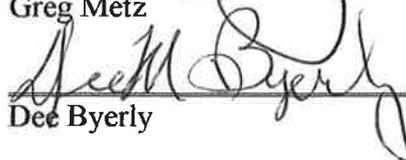
Greg Metz moved to approve the purchase of the safe as presented by the Chief and authorize to sign off on the contract. Mayor Vanlandingham seconded the motion, motion carried.

**ADJOURN**

Mayor Vanlandingham moved to adjourn. Greg Metz seconded, motion carried.

**NEXT MEETING**

Wednesday, April 1, 2015 @ 9:30 a.m.

 Robert Vanlandingham	Mayor
 Greg Metz	Member
 Dee Byerly	Member

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