

**REGULAR MEETING OF THE BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF ELWOOD, MADISON COUNTY, INDIANA  
COUNCIL CHAMBERS, MUNICIPAL BUILDING  
FEBRUARY 20, 2013 4:30PM**

Meeting called to order by Mayor Arnold. Member present: Albert McPhearson. City Attorney, Jim Wilson, was present for the meeting.

Minutes from the December 19, 2012 executive meeting, January 7, 2013 and January 24, 2013 special meetings, and January 16, 2013 regular meeting were presented to the board for approval. McPhearson made a motion to approve the minutes as written; seconded by Arnold. All in favor.

Utility adjustments were presented to the board for approval. Water adjustments totaled \$116.97, Wastewater totaled \$273.59, and Trash totaled \$38.52 for a total of \$429.08. McPhearson made a motion to accept the adjustments; seconded by Arnold. All in favor.

A contract between Durham Engineering and the City of Elwood in the amount of \$15,000.00 was presented to the board for approval. This is for engineering costs for the 2013 paving project. Arnold made a motion to table till the next meeting; seconded by McPhearson. All in favor.

Claims for the city and utilities were presented to the board for approval. The January end of month claims totaled \$601,020.85 and the February claims totaled \$966,869.31. McPhearson made a motion to accept the claims for payment; seconded by Arnold. All in favor.

An agreement between Komputrol Software and the Clerk-Treasurer's Office in the amount of \$4,020.00 was presented to the board for approval. This agreement is for maintenance of the software system. Arnold made a motion to accept the agreement; seconded by McPhearson. All in favor.

A contract between Martin Drafting & Design and the City of Elwood was presented to the board for approval. This contract is for consulting services on the design phase of the new animal shelter. Arnold made a motion to accept the contract with funding not to exceed \$2,240.00; seconded by McPhearson. All in favor.

An agreement between Master Productions, LLC and the City of Elwood in the amount of \$2,750.00 monthly was presented to the board for approval. This agreement is for maintaining the city website, personal relations and the monthly newsletter. This agreement is a combined agreement and overrides the prior year agreements. McPhearson made a motion to accept the agreement; seconded by Arnold. All in favor.

Maintenance Supervisor, Mike Delong presented a quote from Wells Boiler Works for the annual boiler efficiency and control service in the amount of \$1,668.00. This maintenance is done in the spring and fall and is a vital part of maintaining the system. Arnold made a motion to accept the quote; seconded by McPhearson. All in favor.

A contract between Automated Logic and the City of Elwood in the amount of \$2,200.00 was presented to the board for approval. This contract is for software maintenance. Arnold made a motion to approve the contract; seconded by McPhearson. All in favor.

A contract between Automated Logic and the City of Elwood in the amount of \$1,780.00 was presented to the board for approval. This contract is for maintenance on the fire and sprinkler system. Arnold made a motion to approve the contract; seconded by McPhearson. All in favor.

An agreement with His Place and the City of Elwood in the amount of \$2,700.00 was presented to the board for approval. This agreement is for a web based application called Maintain. This tool will allow the maintenance department to track all work requests and building data from any location. This cost includes half a year of software maintenance. Arnold made a motion to accept the agreement; seconded by McPhearson. All in favor.

Arnold made a motion to accept the seconded half of software maintenance in the amount of \$450.00 payable in 2014; seconded by McPhearson. All in favor.

Josh Ginder, Wastewater Superintendent, presented the board with the recent IDEM inspection. Due to all the recent changes at the plant, it was able to pass with no violations. Arnold acknowledged employee, Alice Smith for all her hard work in helping to make this happen. Arnold stated a letter had been sent to IDEM approving Josh as the certified operator for the plant. Arnold also thanked Merrill Taylor for his help in paving the way to be able to pass inspection. Josh thanked Jeff Howe for all his efforts on the IT system.

Employee, Tom Doan presented a new job description for his duties. If approved his new title would be Building Commissioner/Planning Director/Park and Recreation Superintendent. Arnold made a motion to accept the new job description; seconded by McPhearson. All in favor.

Arnold made a motion to appoint Tom Doan to the newly created position of Building Commissioner/Planning Director/Park and Recreation Superintendent; seconded by McPhearson. All in favor.

Arnold made a motion to appoint Merrill Taylor as the new Board of Public Works and Safety member as of February 20, 2013; seconded by McPhearson. All in favor.

Arnold thanked Utility Foreman, Glen Murray and Distribution Foreman, Dewayne Cosby and all the crew members for all their hard work on the water main break.

Utility Foreman, Glen Murray presented a quote from Pottenger Electric Co. in the amount of \$9,400.00. This quote is for electrical work to install the new phosphate pumps and scales at both treatment plants. Arnold made a motion to accept the quote; seconded by McPhearson. All in favor.

Jeff Brooks and Jay Paul, representing Eco Infrastructure Solutions presented a quote for a camera to be used in the collection system. It would benefit the city to own a camera versus paying the engineers. Arnold stated he had seen this camera in action and it was very impressive as to what it could do and allow the utility to see. This quote is a five year lease at a cost of \$32,175.00 per year and includes the cost of a truck to haul the camera unit in. Arnold made a motion to accept the five year lease quote; seconded by McPhearson. All in favor.

Arnold made a motion to adjourn; seconded by McPhearson. All in favor; meeting adjourned.

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Ron E. Arnold, Mayor

ATTEST: \_\_\_\_\_

Allison M. Atwood, Clerk-Treasurer