

CITY OF WINCHESTER  
BOARD OF PUBLIC WORKS AND SAFETY  
MEETING MINUTES  
TUESDAY, SEPTEMBER 16, 2014

Regular meeting @ 8:00 a.m.  
Council Chambers / City Hall / 113 E. Washington St.

Pledge – Mayor Croyle  
Prayer – Mayor Croyle

Mayor Croyle called the meeting to order and presided over the meeting. Clerk-Treasurer, Vicki Haney, recorded the minutes.

The Clerk-Treasurer’s roll call showed three Board of Public Works and Safety members present.

Mayor Steve Croyle  
Councilor Todd Schroeder  
Mr. Richard Gough

Additional Officials Present:

Meeks Cockerill, City Attorney; Bradley Cottrell, Police Detective; Chris Martin, Waste Water Treatment Plant Superintendent; and Frank Lowrance, Street Department Superintendent (arrived at 8:07 am).

Citizens Present:

Cecil Cantrell, Max Jennings, Brandon Culy, Brian Stephens-Hotopp (of Hannum, Wagle, and Cline Engineers).

Approval of the Minutes

Mr. Gough moved to approve the minutes of the September 2, 2014 meeting. Councilor Schroeder seconded. Motion passed 3-0.

UNFINISHED BUSINESS

Dump Truck Bids

At the last meeting the Board discussed if a bid should be awarded for the Street Department trucks. Questions and concerns were discussed at that meeting. Superintendent Lowrance and Cecil Cantrall (employee) are present to discuss the bids and determine which truck fits the needs of the department. Different items from the bids were discussed. Specifications need to be determined to rebid the trucks or a bid needs to be accepted. Cecil Cantrall, employee of the Street Department stated the trucks from Wiers require CDL Licenses because of the weight; not all employees have CDL’s and would not be able to drive the trucks. Selking’s trucks are under the gross vehicle weight for CDL Licenses. The bids required the trucks be less than 26,000 pounds for the CDL requirement. The other two bids were discussed. The prices for each bid were discussed. Both JX Peterbilt and Selking International meet the bid specifications; Wiers and Stoops do not meet the specifications.

Company	Price for 3 Trucks
Wiers International Truck	\$273,609.00
JX Peterbilt	\$288,822.00

Stoops Freightliner	\$275,082.00
Selking International	\$286,350.00

Mr. Gough moved to reject the bids from Wiers and Stoops because it was not bid by specifications. Councilor Schroeder seconded. Motion passed 3-0. Mr. Gough moved to award the bid to Selking International in the amount of Two Hundred Eighty Six Thousand Three Hundred Fifty Dollars (\$286,350.00) because Selking International is the lowest bidder who met all specifications. Councilor Schroeder seconded. Motion passed 3-0.

Front Loader

Superintendent Lowrance stated a front loader is still required for the department. The loader has been bid but no bids were received. A proposal was received from Reynolds John Deere in Muncie, which was approximately Seventy One Thousand Dollars (\$71,000.00). Mayor Croyle wanted to know if the City could purchase the equipment from the proposal since no bids were received. Attorney Cockerill stated the front loader is an entire different piece of equipment and could be purchased through a proposal because it is less than One Hundred Fifty Thousand Dollars (\$150,000.00). The financing of the equipment does not matter. Mr. Gough moved to purchase a front loader. Councilor Schroeder seconded. Motion passed 3-0.

Wind Turbine

Mayor Croyle reported the Wind Turbine parts are starting to arrive in Winchester. The items will be on site on September 17th. Elected officials in Winchester have an opportunity to sign the blades of the turbine before they are installed. This event will take place on Friday, September 19th between 12:30 pm and 2:00 pm. The turbine will be generating energy by October 3<sup>rd</sup>, 2014.

NEW BUSINESS

Vision Park Retention Pond

One (1) bid was submitted for the construction of the retention pond at Vision Park. Culy Construction submitted a bid in the amount of One Hundred Fifty Two Thousand Eight Hundred Dollars (\$152,800.00). Councilor Schroeder moved to take the bid under advisement until legal counsel and the City Engineer can review it. Mr. Gough seconded. Motion passed 3-0. Legal Counsel and the City Engineer reviewed the bid from Culy Contracting. The bid is lower than the engineer's estimate of One Hundred Sixty Five Thousand Dollars (\$165,000.00). This project will be funded though the bonding project for the Greenville Avenue Project. It is the City Engineers recommendation to accept and award the bid. Legal Counsel does not have any issues with the bid. The estimated start date for the project is by the end of September. Everything except restoration (seeding) should be complete by the end of November. This will be a dry pond. Councilor Schroeder moved to accept the bid as presented. Mr. Gough seconded. Motion passed 3-0.

Waste Water Treatment Plant Report

Superintendent Martin stated a progress meeting was held for State Highway 32 East project. The sanitary sewer relocation will begin on Thursday, September 18, 2014. An email was received yesterday that stated the relocation would begin October 1<sup>st</sup>. Chuck Garrett, who will be the inspector on this job, forwarded Superintendent Martin an email from Scott Dull at INDOT that stated the sewer will be lined on September 25<sup>th</sup>, 26<sup>th</sup>, and 27<sup>th</sup>. September 27<sup>th</sup> is a Saturday. The dates are still pending for this project. The phosphorus limit could be added to the next IDEM permit; the current permit expires September 2015. The paperwork will be submitted in February or March. The City will state that it does

not currently treat for phosphorus. A three year time frame will be allowed to get within the acceptable limits. The equipment has been ordered to perform the testing in house. The expense for the equipment was One Thousand Seven Hundred Dollars (\$1,700.00). The current reading for phosphorus is 1 milligram per liter. Many factors go into the phosphorus reading. Hawkins Inc., who supplies the chemicals for the plant, is willing to set up a trial system for the Waste Water Treatment Plant to test. Culy Contracting will be filling a suck hole located in the park across from the Phi Delta Kappa Fraternity. A line may be broken down on Short Street where a catch basin is located. Superintendent Martin would like to have this issue resolved before winter. The current IDEM permit was discussed. The rate will be 1.8 million gallons with a maximum flow of 2.5 million gallons. A flow meter may need to be installed to monitor the flow from the lagoons. The meter will be purchased from Hurst Technical and Culy Contracting will install the meter. The meter reading will be visible in the SCADA System. The total cost of the project will be approximately Five Thousand Dollars (\$5,000.00) to Ten Thousand Dollars (\$10,000.00). IDEM has not required any alternations to the plant for this permit increase. Mayor Croyle stated the City is going to have to move forward with the drying bed project in order to get ready for phosphorus tests. A chemical can be added to the drying beds to make the phosphorus bond to the solids to make the phosphorus reading lower. The documents will be prepared to bid this project. The approximate cost of the project is Three Hundred Thousand Dollars (\$300,000.00) to Four Hundred Thousand Dollars (\$400,000.00). Clerk-Treasurer Haney stated a rate increase may be necessary to complete this project. Mayor Croyle does not want to implement a rate increase. Mr. Gough asked what the timeline will be on the project. Superintendent Martin stated the project would be complete in the spring. Four drying beds were included in the original project.

#### Sewage Affidavits

David Hill, owner of the property located at 421 Residence Street, has submitted a sewage affidavit requesting the property be removed from the sewage and trash billing for six month to rehabilitate the property. Mayor Croyle recommended approving the sewage affidavit for this property because it housed a meth lab. This property has become a HAZMAT Site and it needs to be rehabilitated. Mr. Gough moved to approve the sewage affidavit for 421 Residence Street. Councilor Schroeder seconded. Motion passed 3-0.

#### Police Department Report

Detective Cottrell stated the hiring process for a Patrolman has begun. The deadline for applications to be submitted was September 10, 2014. An agility test will be conducted tomorrow; then the interview board will meet to discuss the applicants. Chief Burk plans to submit a recommendation for the Board to consider on October 7, 2014.

#### Public Concerns

Mayor Croyle stated the residents who live on Ball Road have asked to have a "Dead End" sign located on their street because there is no outlet. Many people use their driveways to turn around. Superintendent Lowrance will place a sign in the area.

#### Accounts Payable Vouchers

Clerk-Treasurer Haney presented the accounts payable vouchers for the end of August totaling Five Hundred Ninety Eight Dollars and Twenty Cents (\$598.20). September 1 to September 10 accounts payable vouchers totaled Twenty Four Thousand Sixteen Dollars and Twenty One Cents (\$24,016.21). The Payroll accounts payable vouchers totaled Fourteen Thousand Four Hundred Thirty Five Dollars and Forty One Cents (\$14,435.41). The total of all accounts payable vouchers is Thirty Nine Thousand Forty

Nine Dollars and Seventy Two Cents (\$39,049.72). Mr. Gough moved to approve the accounts payable vouchers. Councilor Schroeder seconded. Motion passed 3-0.

Executive Session

An executive session will be held on October 7, 2014 to discuss prospective employees for the Police Department. The executive session will be at 8:00 am with the regular meeting to follow.

Adjournment

There being no further matters to discuss, Councilor Schroeder moved to adjourn. Mr. Gough seconded. Motion passed 3-0. The September 16, 2014 meeting was adjourned at 8:48 am.

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Mayor, Steve Croyle

ATTEST: \_\_\_\_\_  
Clerk-Treasurer, Vicki Haney