

CITY OF WINCHESTER  
BOARD OF PUBLIC WORKS AND SAFETY  
MEETING MINUTES  
MONDAY, October 15, 2018

Regular meeting @ 5:00 p.m.  
Council Chambers / City Hall / 113 E. Washington St.

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

Pledge of Allegiance – Mayor Byrum  
Moment of Silence – Mayor Byrum

The roll call showed all Board of Public Works and Safety members present.

Mayor Shon Byrum  
Mr. Bob McCoy  
Mr. Bill Richmond

Additional Officials Present:

City Attorney, Meeks Cockerill; Councilor Missy Williams; Fire Chief, Dwayne Wiggans; Chief of Police, John Reed and Wastewater Superintendent, Chris Martin

Citizens Present:

None

Approval of the Minutes

Mr. Richmond motioned to approve the minutes of the September 17, 2018 meeting as presented. Mr. McCoy seconded. Motion passed 3-0.

Public Concerns

There being none, the floor was closed.

Union Street Driveway Approach

Mayor Byrum said he spoke to Bill Neudecker, owner of the property located at 114 n Union Street, about cutting the curb nine feet and building a ramp once the street project was finished. Superintendent Martin recommended against it. Superintendent Martin said the Board was presented with two quotes for the N Union Street Driveway Approach. Culy Contracting's bid proposal offered Option No. 1 - Parallel parking space along Union Street cost \$9,608.00; Option No. 2 – Cut-in of concrete driveway approach cost \$6,273.00. Myers Landscaping & Excavating INC.'s bid proposal is for Union Street Recessed Parking Curb cost \$4,995.00. Mayor Byrum pointed out that this is the only negative side effect the Board has been presented so far of the one million four Hundred Thousand Dollar (\$1,400,000) project. Mr. Neudecker brought his complaint before the project was started, but that would have required starting the entire process over again with INDOT and the project would have been majorly delayed. Mr. McCoy motioned to approve Myers' bid for a new sidewalk on Union Street by Mr. Neudecker's property. Mr. Richmond seconded. Motion passed 3-0.

### Sewage Affidavits

Dan Retter, owner of the property located at 805 Huntsville Road, is requesting a sewage affidavit be considered due to the property being rehabilitated within six months. Mr. McCoy motioned to approve the sewage affidavit for 805 Huntsville Road. Mr. Richmond seconded. Motion passed 3-0.

Glen Peters, owner of the property located at 425 Carl, is requesting a sewage affidavit be considered due to the property being rehabilitated within six months. Mr. McCoy motioned to approve the sewage affidavit for 425 Carl Street. Mr. Richmond seconded. Motion passed 3-0.

### Side Walk Rehabilitation

The City Council asked Mayor Byrum to look into some sidewalk rehabilitations. Mayor Byrum then presented the board with several suggestions for sidewalk rehabilitations in public areas. The first was the south block of S Main Street extending back to the cemetery. Superintendent Martin said “that he requested a per linear foot price if the City buys the material and Culy Contracting or Myers Landscaping & Excavating Inc. does the work, so the Board can calculate the cost depending on how many feet they choose to rehabilitate”. Mayor Byrum presented the second location as Fourth Street across from the Goodrich pool. Mr. McCoy asked how much money the Board had for this project. Mayor Byrum said about Sixty Seven Thousand Dollars (\$67,000). Councilor Missy Williams said that she agreed that the sidewalk on Fourth Street near the school should be fixed and mentioned that residents often put their trash out on the sidewalk which forces students to walk in the street. She feels if the other side of the street has a nice sidewalk it could solve the problem. Mr. Richmond recommended ignoring the proposal submitted by Culy Contracting to add sidewalk and curb because their price per linear foot is \$38.00. Myers Landscaping & Excavating submitted cost for sidewalks per linear foot will be Twenty Four Dollars (\$24). The third location is at Willard School along Jackson Street. Clerk Treasurer Haney asked why the school did not help contribute to sidewalks near the schools. Mayor Byrum said he was unsure if schools received sidewalk funding. Mayor Byrum said he’d rather see the school spend money on education and let the City take care of the sidewalks. Mr. McCoy expressed their first concern was the Fourth Street project which would cost Sixteen Thousand Two Hundred Forty Dollars (\$16,240). Mayor Byrum recommended prioritizing the projects and then just going until they run out of money. Mr. McCoy motioned to approve the Myers quotes for the sidewalk projects on Fourth Street and Jackson Street with the City paying for the materials. Mr. Richmond approved. Motion passed 3-0.

### Wastewater Treatment Plant

Superintendent Martin presented the Board with a project on N Main Street to fix a septic tank and annexation near the industrial park. The project would cut through four (4) properties. Superintendent Martin presented an estimate for total construction costs which would include a gravity sewer near the last house on the left, crossing the road, and running to tie into the last house on the north side. We cannot get enough cover to cover the pipe or increase the pipe size without their being permitting issues, so that’s why they went with the underground gravity sewer. The underground gravity sewer would require going with option three. Which would require going back towards town another two runs to drop the whole sewer down to the elevation needed to get the cover; this would cost around One

Hundred Eighty Seven Thousand Dollars (\$187,000) for four houses. Everything would run south from there to the waste water treatment plant. Superintendent Marin feels the cost isn't worth it. He said the same for option 2A which would include half gravity and half pressure. He feels option 4A, providing a residential lift station for each homeowner, is the most financially realistic option. One house would be hooked in right away with potential for more to hook in in the future. It will cost Ten Thousand Dollars (\$10,000) to Twelve Thousand Dollars (\$12,000) to hook in. Option 2A would include putting some of the cost back on the residents, which Mayor Byrum feels is unfair since the City created the problem. Superintendent Martin said option 3 would be his preference despite the cost, because it is cleaner and will require less maintenance in the long run, but it is double the cost per property. The Board decided to take time to think about and discuss these issues before the next meeting.

Superintendent Martin reminded the Board they approved the quote to rehabilitate the YMCA lift station with a retrofit. The material will be delivered to the contractor tomorrow. The contractor will need to coordinate with the YMCA so it does not interrupt the daycare. The contractor estimates it will take two days.

Superintendent Martin reported to the Board that Mayor Byrum has submitted for the next round of Community Crossing grants, which includes some storm sewer work on Beech Street and Maple Street. If approved by the State, the infrastructure will be done and there will be a Twenty Five Percent (25%) match on the storm sewer.

Chris contacted CMS Roofing. They are planning to come to the plant within the next few weeks.

#### Fire Department Report

Chief Wiggins asked where we stand on SOPs, because all he had were things Gary Moore had handwritten. He asked if those were accurate. Chief Wiggins asked what the Board will need from him each month. They requested fire runs, EMS runs, and other statistics.

Chief Wiggins found out the department was renting oxygen bottles from Indiana Oxygen, so he purchased those which will save the department Three Hundred Fifty Seven Dollars (\$357) annually. Chief Wiggins said that Anthony Harless will be giving a safe sleep presentation to the City Council. Chief Wiggins mentioned that Carmel Fire Department wanted to purchase an old fire truck for parts. Clerk Treasurer Haney said the Board previously approved placing an advertisement in the newspaper to receive bids for the pumper truck and the City received one bid. Mr. McCoy motioned to approve Carmel Fire Departments bid for Twenty Dollars (\$20.00) to purchase Winchester Fire Department's 1967 Ford (Howell) Fire Truck. Mr. Richmond seconded. Motion passed 3-0.

#### Police Department Report

The police department had nothing to report.

#### Accounts Payable

Clerk Treasurer Haney reported the accounts payable vouchers for the end of the month amounted to One Thousand Ten Dollars and Four Cents (\$1,010.04). Accounts payable for October 1-12 was Ninety Seven Thousand Two Hundred Sixty One Dollars and Forty Three Cents (\$97,261.43). Payroll was Twenty Two Thousand One Hundred Seventy Four Dollars and Eighteen Cents (\$22,174.18). Total accounts

payable were One Hundred Twenty Thousand Five Hundred Forty Five Dollars and Sixty Five Cents (\$120,545.65).

Mr. Richmond had a question about the invoice report. He asked the purpose of the item called "Marathon ice for shipping samples." Clerk Treasurer Haney explained the waste water has to be overnight shipped to New Orleans for wet testing. Chris explained that the water needs to be sent to a lab and tested for reproduction and life expectancy of fish. He said they passed three out of four parts of the test in the first round, so they have to rerun the tests. This is IDEM required annually. It costs nearly One Thousand Dollars (\$1,000) for shipping each time. Mr. McCoy motioned to approve the expenses. Mr. Richmond seconded. Motion carried 3-0.

#### Safe Sleep Presentation

Anthony Harless is a firefighter paramedic for the City. The fire department partnered with the Indiana Department State of Health to create a safe sleep program. The program's aim is to reduce infant mortality in the State. Currently Indiana is ranked sixth (6<sup>th</sup>) in the nation in regards to infant mortality. We have a 7.3 rate with the nation average of 5.9. The program plans to reduce infant mortality through education, specifically education regarding sleep, because sleep related deaths are 100% preventable. This education will take place in homes and classrooms, but also through a program called DOSE (direct on scene education) which will education first responders including police, fire, and EMS. This program teaches first responders to be aware of their surroundings and look for safe sleep situations when they answer emergency calls. If first responders determine there is not a safe sleep environment for the infant, there is a resource through the State for free cribs at no cost to the City or the recipient. This program is available to expecting mothers that have reached the thirty six (36) weeks gestation or longer or mother's with an infant of less than one (1) year of age. However, exceptions can be made based on the baby's size. This program was started by Delaware County EMS. They were experiencing a high rate of infant mortality in the heart of Muncie where there are a great number of Medicaid recipients and Black families. There are a higher number of infant mortalities in Black and Native American communities because of cultural differences that change the way babies are swaddled and put to sleep. Delaware County reached out to Randolph County to expand the program. DOSE classes will be offered for all of Randolph County. There will also be classes for the public. Anthony said he will try to get into hospitals, medical pavilions, and the Winchester House. They also have safe sleep survival kits that are distributed with the cribs that include sleep sacks, fitted sheets, a safe sleep book, and a DVD that explains how to set up the crib.

#### Adjournment

There being no further matters to discuss, Mr. McCoy moved to adjourn. Mr. Richmond seconded. Motion passed 3-0. The October 15 meeting was adjourned at 5:59 pm.

---

Mayor, Shon Byrum

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

