

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF NOBLESVILLE
JUNE 11, 2019**

The Board of Public Works and Safety met in regular session on Tuesday, June 11, 2019. President Jack Martin called the meeting to order at 9:04 a.m. pursuant to public notice with the following members present: Lawrence Stork and Robert J. Elmer.

Also present were Mayor John Ditslear, Deputy Mayor Steve Cooke, Deputy Clerk Charlene Cummings, City Attorney Michael Howard, department directors, staff, and interested citizens.

APPROVAL OF MINUTES: MAY 28, 2019

Mr. Elmer moved to approve the minutes as presented, second Mr. Martin, two aye. Mr. Stork abstained.

PETITIONS OR COMMENTS BY CITIZENS WHO ARE PRESENT

There were no comments by citizens present.

APPROVAL OF AGENDA

Mr. Stork moved to approve the agenda as presented with the addition of Item #21, Board to Consider Memorandum of Understanding between Hamilton County Council on Alcohol and Other Drugs and City of Noblesville Fire Department (Chief Greg Wyant), second Mr. Martin as amended, three aye.

NEW ITEMS FOR DISCUSSION

- #1 BOARD TO CONSIDER APPROVAL OF A CONTRACT BETWEEN THE FIRE DEPARTMENT AND CFS INSPECTIONS FOR AERIAL AND GROUND LADDER TESTING (DEPUTY CHIEF CHRIS GELLINGER)

Deputy Fire Chief Gellinger stated this is the yearly NFPA requirement for aerial and ground ladder testing. He stated this is the same company the Fire Department has used for several years, and they have done a good job. Mr. Elmer moved for approval, second Mr. Stork, three aye.

- #2 BOARD TO CONSIDER A SERVICE AGREEMENT BETWEEN THE FIRE DEPARTMENT AND TASK FORCE 1, INC. FOR A TRAINING SESSION (DIVISION CHIEF JOHN O'NEAL)

Division Fire Chief O'Neal stated this agreement is for the Noblesville Fire Department to host a three day Company Officer class for Task Force 1, Inc. in December. Mr. Stork asked how many attendees they expect to have. Chief O'Neal responded we receive three free spots for hosting the event, and Task Force 1 must register 20 paying students in order to hold the class. The fee is \$150.00 per day, per student. There is no cost to the City if cancelled due to lack of attendees. Mr. Stork moved to approve as requested, second Mr. Elmer, three aye.

- #3 BOARD TO CONSIDER CHANGES TO THE CIVILIAN EMPLOYEE HANDBOOK (HOLLY RAMON)

Ms. Ramon stated these changes provide clarification to some City policies and maintain compliance with local, state, and federal employment laws. She stated a retention schedule is added to several sections; three days of vacation for new employees hired after January 1, 2019 is added, floating holiday time is allowed to be used in 15 minute increments; and the section under Family Medical Leave Act (FMLA) has been expanded. She stated the specific wording on Educational Assistance has been removed, and wording has been added to indicate this benefit will be based on budgetary resources. Mr. Stork asked if all new hires read the handbook. Ms. Ramon replied her department reviews it with all new employees. Mr. Stork moved to approve as requested, second Mr. Elmer, three aye.

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF NOBLESVILLE
JUNE 11, 2019, PAGE II**

**#4 BOARD TO CONSIDER WRITE-OFF OF UNPAID DEBT AT THE
WASTEWATER UTILITY (GERRI HENDERSON)**

Ms. Henderson asked for permission to write off unpaid sewer and trash debt for the second quarter of 2018 in the amount of \$510.36. Mr. Elmer moved to approve as requested, second Mr. Stork, three aye.

**#5 BOARD TO CONSIDER A CONFLICT OF INTEREST DISCLOSURE
(PATTY JOHNSON)**

Ms. Johnson requested acceptance of a conflict of interest disclosure for Darren Peterson, who will be doing work for the Street Department. She stated the agreement will be discussed as item #6. Mr. Elmer asked if Mr. Peterson did the original work. Ms. Johnson stated he did the original work on the building and the most recent additions on that particular building. Mr. Stork moved for approval as requested, second Mr. Elmer, three aye.

**#6 BOARD TO CONSIDER AN AGREEMENT WITH PETERSON
ARCHITECTURE FOR SERVICES CONCERNING THE STREET
DEPARTMENT REMODEL (PATTY JOHNSON)**

Ms. Johnson stated this agreement is with Peterson Architecture for a remodel of building C, which is the newest storage facility. The amount of the contract is \$12,500.00. She stated they plan to remodel that building and make it their shop area. She stated the current shop area no longer meets their needs. She stated this remodel will allow them to build a larger lift system with room to lift dump trucks. She stated they will continue to use the building they are currently in for storage of equipment. Mr. Stork moved for approval, second Mr. Elmer, three aye.

**#7 BOARD TO CONSIDER TEMPORARY CLOSURE OF 9TH STREET
BETWEEN CONNER STREET AND MAPLE AVENUE (PATTY JOHNSON)**

Ms. Johnson stated this request is from Hagerman Construction for full closure of 9th Street between Conner Street and Maple Avenue regarding the Levinson project. She stated the closure will be from June 17, 2019 to June 28, 2019. She stated there is an adjustment to the map that is attached. She stated the southeast corner of the intersection will remain open to allow north bound 9th Street to turn east onto Maple Avenue, and west bound Maple Avenue to turn south onto 9th Street. She stated the area needed is approximately ten feet from the crosswalk, so the closure will be angled to keep that part of the intersection open. She stated Maple Avenue between 8th and 9th Streets is the next item on the agenda for closure, so there won't be an issue with traffic coming from that direction. Mr. Martin asked if the sidewalks would be open. Ms. Johnson replied the sidewalks on the east side of 9th Street will be open. She stated the Fire Department will always have access onto Maple Avenue. Chief Wyant stated it was his understanding that 8th Street and Maple Avenue would always be shut down and emergency runs would have to use 9th Street.

Tim Jensen of Veridus Group, 6280 N. Shadeland Avenue, Indianapolis Indiana addressed the Board. He stated his company is representing the City for the Levinson project. Mr. Jensen stated the contractor has committed to keeping access open for Fire at all times. He stated this has been an issue that has been worked through with the Fire Chief and his staff at great length throughout the entire process. He stated per the next agenda item, half of Maple Avenue will be closed to the public and half will remain open for the Fire Department to have consistent access in and out of their station. Mr. Stork asked if the parking spaces would still be available on the south side of Maple Avenue. Mr. Jensen replied they will not be available per the next agenda item. Mr. Stork asked if the handicapped parking space would be moved. Ms. Johnson replied a handicapped parking space has been added on 9th Street. Mr. Stork moved for approval as requested, second Mr. Elmer, three aye.

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF NOBLESVILLE
JUNE 11, 2019, PAGE III**

#8 BOARD TO CONSIDER TEMPORARY CLOSURE OF MAPLE AVENUE
BETWEEN 8TH AND 9TH STREETS FOR THE LEVINSON PROJECT
(PATTY JOHNSON)

Ms. Johnson stated this request is from Hagerman Construction for full closure of Maple Avenue to public traffic between 8th Street and 9th Street, but the Fire Department will always have access to the east in and out of their building. She stated this closure will be for the duration of the Levinson project. Mr. Martin asked if there will be barricades or signage in place during the closure to prevent civilian traffic. Mr. Jensen stated barricades will be used everywhere except at the intersection of Maple Avenue and 9th Street to allow the Fire Department to have free access in and out of their building. He confirmed there will be signage and will be barricades to separate the full closure to the public, and there will be barricades between the half closure of the street between the Fire Department and the contractor so that the contractor doesn't block the Fire Department's access. Mr. Stork moved for approval as requested, second Mr. Elmer, three aye.

#9 BOARD TO CONSIDER PERMISSION TO PARTICIPATE IN THE JOB
ORDER CONTRACTING PROGRAM FOR EXTERIOR REPAIRS TO CITY
HALL (DAVID DALE)

Mr. Dale stated this request is for the City of Noblesville to enter into an agreement with Gordian for Wilhelm Construction to do preventative maintenance and repairs to the exterior of City Hall; the total price of the repairs is \$259,771.92. Mr. Martin commended Mr. Dale on the proposal. Mr. Martin stated the cost of the repairs is a little alarming, but the proposal shows the extent of the work that will be done. Mr. Dale stated this is three projects together, with the first being cleaning, sealing, and maintenance; second will be general limestone and brick masonry maintenance; and third will be other items that need repair, such as balcony walls. Mr. Dale stated the project will go to the Council tonight for funding approval. Mr. Elmer asked if Gordian is the bidding arm to streamline all of this; he asked how Wilhelm was selected. Mr. Dale stated Wilhelm is one of Gordian's approved contractors; they have to meet certain guidelines and be approved through the Indiana Department of Administration (IDOA) every two years. He stated Wilhelm and several other approved contractors are in our district. He stated because this is through the IDOA, bids are not required. Mr. Howard confirmed this is an exception to the public bidding law, an exception that applies to projects such as this. Mr. Howard stated this process is the best way to complete a project of this nature. Mr. Stork moved for approval subject to funding, second Mr. Elmer, three aye.

#10 BOARD TO CONSIDER FAÇADE IMPROVEMENT GRANT REQUEST FOR
32 SOUTH 9TH STREET (AARON HEAD)

Mr. Head stated Metzger-Rosta, LLP has applied for a Façade Improvement Grant for 32 South 9th Street. He stated the total amount of the façade project is \$24,225.39 with a grant in the amount of \$12,112.70 for eligible expenses. He stated the work will include labor and materials in relation to the façade area. He stated the work will include repainting the façade areas, brick tuck pointing, new lighting fixtures, and new signage. Mr. Stork stated he does not believe the City should pay for specific signage. He asked Mr. Head to research the ordinance. Mr. Head agreed to do the research. Mr. Stork moved for approval, second Mr. Elmer, three aye.

#11 BOARD TO CONSIDER FAÇADE IMPROVEMENT GRANT REQUEST FOR
925-939 CONNER STREET (AARON HEAD)

Mr. Head stated Thane Bushong of Timberline Properties, LLC has applied for a Façade Improvement Grant for three adjacent buildings located at 925-939 Conner Street. He stated the total amount of the façade project is \$54,325.00 so the maximum grant is \$25,000.00. He stated they also received a \$500.00 design assistance grant in 2018 that will be added to the final grant total. He stated the project will include labor and materials in relation to removing faux brick, rehabbing water intrusion areas, removing fake roof lines, brick tuck pointing, new windows, a doorway entrance on the east (alley side) façade, removing tile and shed roof and replacing with new glass storefront, and bringing the columns back to the exterior of the façade as seen in the

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF NOBLESVILLE
JUNE 11, 2019, PAGE IV**

historic photos. He stated new storefront sign panels will be added with new paint and additional carpentry work. Mr. Stork moved for approval, second Mr. Elmer, three aye.

#12 BOARD TO CONSIDER FAÇADE IMPROVEMENT GRANT REQUEST FOR
1236 CONNER STREET (AARON HEAD)

Mr. Head stated Rocky Walls and Zachary Downs have applied for a Façade Improvement Grant at 1236 Conner Street. He stated the total amount of the façade project is \$30,503.31 with a grant of \$15,251.66. He stated this will include labor and materials. He stated this is the first Façade Improvement Grant request we've received outside the Historical Central District boundaries. Mr. Elmer asked if this can be residential or only commercial buildings. Mr. Head replied grants are only available for commercially based facilities. He stated there may be some buildings that have apartments on the second floor, but as long as the first floor remains commercial in nature, the grants apply. Mr. Elmer asked if there is a stipulation on how long they must stay in a building when they receive a grant. He wanted to make sure they don't receive a grant to flip a building for resale. Mr. Head replied flipping is possible, but in the maintenance agreement there is a stipulation that the building must remain the same for two years. Mr. Stork moved to approve as requested, second Mr. Elmer, three aye.

#13 BOARD TO CONSIDER SETTLEMENT AGREEMENT FOR LAND
ACQUISITION FOR THE GREENFIELD AVENUE CULVERT OVER LEHR
DITCH (EN-297) (JIM HELLMANN)

Mr. Hellmann stated this is virtually identical to the agreement that was approved on April 23rd, 2019. He stated the last page of the exhibit shows where the right-of-way markers will be placed. He stated it is very insignificant, but they do need to update it based on the changes in the exhibit. Mr. Elmer moved to approve, second Mr. Martin, three aye.

#14 BOARD TO CONSIDER ACCEPTANCE OF EASEMENT FOR 146TH
STREET AND SUMMER ROAD SANITARY SEWER EXTENSION (EN-296)
(JIM HELLMANN)

Mr. Hellmann stated at the previous meeting the Board approved two sanitary sewer easements and a construction contract that will build a sanitary sewer that will be contained within these easements. He stated this is just the paperwork catching up to accept the sanitary sewer easement on the Roman Catholic Diocese property and then a construction easement on the Best Land property to allow access to the site for construction. Mr. Elmer moved to approve, second Mr. Stork, three aye.

#15 BOARD TO CONSIDER ACCEPTANCE OF EASEMENT FOR OLIO ROAD
BETWEEN 141ST AND 146TH STREETS (EN-295) (JIM HELLMANN)

Mr. Hellmann stated this parcel on the east side of Olio Road is approximately a half donation. He stated the City's offer was accepted less a donation for the parcel. He stated this is the second property to donate right-of-way for this project. Mr. Elmer moved for approval, second Mr. Stork, three aye.

#16 BOARD TO CONSIDER FUNDING AGREEMENT WITH HAMILTON COUNTY
FOR 2019 COMMUNITY DEVELOPMENT BLOCK GRANT – SEMINARY PARK
(ANDREW RODEWALD)

Mr. Rodewald stated the City is eligible to receive Community Development Block Grant Funds administered by the Hamilton County Housing Authority through the federal Department of Housing and Urban Development (HUD). He stated these grants are typically in the \$90,000.00 to \$95,000.00 range annually. He stated this project is extensive rehabilitation work at Seminary Park. He stated the grant includes two years of funding, so the amount is \$185,343.36. He stated the grant will not cover the whole project cost, which will be addressed in the next item. He

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF NOBLESVILLE
JUNE 11, 2019, PAGE V**

stated the Hamilton County Commissioners approved the funding agreement yesterday. Mr. Stork moved for approval, second Mr. Elmer, three aye.

#17 BOARD TO CONSIDER CONSTRUCTION CONTRACT FOR 2019 COMMUNITY DEVELOPMENT BLOCK GRANT – SEMINARY PARK (ANDREW RODEWALD)

Mr. Rodewald stated this is the construction contract for the Seminary Park project. He stated bids were opened on May 10, 2019, with two bidders on the project: Myers Construction Management, Inc. (MCMI) and Morphe Construction, Inc. He stated the Parks Department requests the base bid plus alternate bids one and three be awarded to MCMI, which brings the total contract amount to \$322,900.00. Mr. Martin asked Mr. Howard if he should recuse himself from voting on this since Myers Construction is a client of his. Mr. Howard asked if they pay him per job or if he supplies a performance bond. Mr. Martin replied no to both questions. Mr. Howard stated recusal is not necessary. Mr. Stork moved to approve as requested, second Mr. Elmer, three aye.

#18 BOARD TO CONSIDER TEMPORARY CLOSURE OF LOGAN STREET BETWEEN STATE ROAD 19 AND 8TH STREET (ANDREW RODEWALD)

Mr. Rodewald stated there is a very active construction project along Logan Street. He stated Hamilton County and the City are partnering to build a pedestrian walkway and rebuild the bridge deck, and the roadway is also being rehabilitated. He stated the contractor has requested the roadway to be closed for delivery of beams for the pedestrian bridge from June 19th through June 21st between the hours of 9:00 a.m. and 2:00 p.m. He stated there will be two deliveries each day. He noted they will open the roadway as soon as possible each day. Mr. Stork asked if the Police Department and the Fire Department are agreeable to this closure. Chief Jowitt and Chief Wyant both stated they will find a way to cross the river as needed. Mr. Elmer moved to approve as requested, second Mr. Stork, three aye.

#19 BOARD TO CONSIDER RELEASE OF PERFORMANCE BOND FOR BLUE RIDGE CREEK, SECTION 2 (JAYME THOMPSON)

Ms. Thompson stated this is a standard release of the performance bond covering common area street trees and monumentation. She stated a maintenance bond is not required by State statute. Mr. Stork moved to approve, second Mr. Elmer, three aye.

#20 BOARD TO CONSIDER ACCEPTANCE OF SECONDARY PLAT, SANITARY SEWER, HMA SURFACE, CURBS, AND RELATED SURETIES FOR CRANBOOK, SECTION 2 (JAYME THOMPSON)

This request is for acceptance of maintenance bonds for curbs, common area sidewalks, sanitary sewer, stone, base, binder, and HMA surface asphalt; acceptance of performance bonds for storm sewer and monumentation; and approval of the secondary plat for Cranbrook, Section 2. Mr. Stork moved to approve, second Mr. Elmer, three aye.

#21 BOARD TO CONSIDER MEMORANDUM OF UNDERSTANDING BETWEEN HAMILTON COUNTY COUNCIL ON ALCOHOL AND OTHER DRUGS AND CITY OF NOBLESVILLE FIRE DEPARTMENT (CHIEF GREG WYANT)


Chief Wyant stated the Hamilton County Council on Alcohol and Other Drugs is the primary contractor and fiscal agent of a grant that is aimed at an overall community opioid prevention effort. He stated the Council has procured a State grant. He stated Carmel and Westfield have started their program. He stated essentially it is an opioid overdose survivors outreach program at zero cost to the City. He stated the City will pay the quick response team and then be reimbursed by the grant. He stated the Memorandum of Understanding (MOU) is at-will and can be terminated or changed by either party; it is a one-year MOU through the end of May 2020. He stated the Fire Department will provide de-identified information for data collection as a part of the grant to report progress and to see if the outcomes meet the goals of the program. He stated

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF NOBLESVILLE
JUNE 11, 2019, PAGE VI**

the Fire Department will provide a firefighter to serve on the quick-response team with a police officer and a counselor. He stated the program is an effort to curb the opioid crisis locally, and he is happy to be asked to be involved and participate. He stated he has several firefighters who have volunteered to be on the team. Mr. Stork moved for approval subject to approval of the Fire Department, second Mr. Elmer, three aye.

ADJOURNMENT

There being no further business before the Board of Public Works and Safety this 11th day of June, 2019, Mr. Martin adjourned the meeting.



JACK MARTIN, PRESIDENT

ATTEST:



EVELYN L. LEES, CLERK



MEMORANDUM

To: Board of Public Works and Safety

From: Jayme Thompson

Date: June 6, 2019

RE: Blue Ridge Creek Section 2
LOCP-000592-2016
Release of performance bonds

Staff respectfully requests the following action from the Board of Public Works and Safety:

1. Release performance bond covering common area trees and monumentation.

It is the staff's recommendation that the above actions, for the stated development, are appropriate and acceptable.

Attachment(s):

1. Surety Summary

PERFORMANCE & MAINTENANCE SURETY SUMMARY

BLUE RIDGE CREEK SECTION 2

Permit Number: LOCP-000592-2016

TYPE	ITEM BONDED	STATUS	CONTRACT \$	BOND %	BOND \$	MB EXPIRES	BOND NUMBER
PB	EROSION CONTROL	ACTIVE	68,530.56	110%	75,383.62		PB-ERO-1140948
PB	COMMON TREE, MONUMENTATION	PENDING BOW RELEASE	14,850.00	110%	16,335.00		PB-TREc-MON-CK006440
MB	SANITARY, STORM, CURB UNDERDRAINS, CURB, HMA, COMMON SIDEWALKS	ACTIVE	731,271.01	15%	109,690.66	4/13/2020	MB-MULTI-1147158

Submittals for the above-referenced bonds are acceptable and all other submittals required are in order.

Jayne Thompson
City of Noblesville



MEMORANDUM

To: Board of Public Works and Safety

From: Jayme Thompson

Date: June 6, 2019

RE: Cranbrook Section 2
PLAT-000034-2018 LOCP-000226-2018
Acceptance of Secondary Plat and Related Sureties

Staff respectfully requests the following action from the Board of Public Works and Safety:

1. Accept maintenance bonds for curbs, common area sidewalks, sanitary sewer, stone, base, binder and HMA surface asphalt.
2. Accept performance bonds for storm sewer and monumentation.
3. Approval of the secondary plat.

It is the staff's recommendation that the above actions, for the stated development, are appropriate and acceptable.

Attachment(s):

1. Agenda Item Application

**NOBLESVILLE BOARD OF PUBLIC WORKS AND SAFETY - AGENDA ITEM APPLICATION
Secondary Plat Bond Request**

Developer

Submitted By: Tim Walsh Engineer Date: 5/7/2019
Surveyor

Project/Development: Cranbrook of Noblesville Section 2 (Platted Name)
 Development Type: Residential Commercial Gov't School Other (defi) No. of Lots: 44
 Nearest Intersection: _____ Size: 16.618 (acres)
 Sec/Range/Township: 33/4E/19N

ILP# LOCP-000226-2018 **Secondary Plat #:** PLAT-000034-2018
 Issue Date 9/5/2018 Approval Date: June BPW Date
of Lots: 44

Developer: Platinum Properties, LLC **Engineer:** Stoepelwerth & Associates, Inc
 Address: 9757 Westpoint Drive, Suite 600 Address: 7965 East 106th Street
 City, State: Indianapolis, IN 46256 City, State: Fishers, Indiana 46038
 Phone: 317-564-7304 Phone: 317-570-4841
 Fax: 317-216-8636 Fax: 317-849-5942
 Contact: Tim Walsh Contact: Brett Huff
 Title: Project Manager Title: Project Manager
 Email: twalsh@platinum-properties.com Email: BHuff@Stoepelwerth.com

Description	Estimate Construction Cost (\$)	Construction Cost Basis	Requesting Action (Y/N)	Perf. Bond (110%) (Y/N)	Maint. Bond (15%) (Y/N)	Item Surety Amount (\$)	Replace Prior Bond (Y/N)
Erosion Control	\$ 46,247.00	Eng Con	N	Y	N	\$ 50,871.70	N
Sanitary Sewer	\$ 136,063.00	Eng Con	Y	N	Y	\$ 20,409.45	N
Storm Sewer & SSDs	\$ 180,948.00	Eng Con	Y	Y	N	\$ 199,042.80	N
Stone	\$ 31,909.00	Eng Con	Y	N	Y	\$ 4,786.35	N
Base	\$ 40,047.00	Eng Con	Y	N	Y	\$ 6,007.05	N
Binder	\$ 40,047.00	Eng Con	Y	N	Y	\$ 6,007.05	N
Surface	\$ 30,156.00	Eng Con	Y	N	Y	\$ 4,523.40	N
Monumentation	\$ 3,445.00	Eng Con	Y	Y	N	\$ 3,789.50	N
Curbs	\$ 25,523.00	Eng Con	Y	N	Y	\$ 3,828.45	N
CA Sidewalk	\$ 2,735.00	Eng Con	Y	N	Y	\$ 410.25	N
	\$ 537,120.00					\$ 299,676.00	

NOTES:

- Project/Development name shall be the actual secondary plat subdivision name.
- Surety shall state the full platted subdivision name. Abbreviations are not acceptable.
- Off-Site items shall be itemized and bonded separately. (off-site is considered any item outside the secondary plat limits)
- Construction cost shall be provided for individual itemized construction items. However, sureties may combine above stated construction items in any combination, but limited to specific plat only per surety. (i.e. - Sureties for Subdivision X Section 1 cannot include items from Subdivision X Section 2, vice versa)
- Monumentation bond item includes plat corners, individual lot corners and road control.
- Sign bond item include all regulatory and street name signs.
- If being constructed, sanitary force mains and laterals shall be itemized separately.
- Surety shall use exact naming convention for construction items as stated above, with items separated by commas if multiple items are combined in a single surety. (i.e. - "...Binder Asphalt, Surface Asphalt")
- Engineer's estimates shall be accompanied by an itemized estimate certified and stamped by the Engineer.
- No Contractor only bonds allowed - Developer is required to be the Gurantee on all bonds.
- Contractor's estimate shall be accompanied by a signed and accepted proposal/contract verified by the contractor.
- Additional bond items may be added by the applicant or at the request of the Department of Engineering as necessary for securing a secondary plat.
- Sanitary sewer secondary plat fees are required for BW approval.