



# Board of Public Works and Safety

## Agenda Item

## Cover Sheet

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**MEETING DATE:** March 12, 2024

- Consent Agenda Item
- New Item for Discussion
- Previously Discussed Item
- Miscellaneous

**ITEM #:** 2

**INITIATED BY:** Evelyn Lees

- Information Attached
- Bring Paperwork from Previous Meeting
- Verbal
- No Paperwork at Time of Packets

**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE  
FEBRUARY 27, 2024**

The Board of Public Works and Safety met in regular session on Tuesday, February 27, 2024 in the Council chamber. Robert Elmer called the meeting to order at 9:00 a.m. pursuant to public notice with the following members present: John Ditslear and Laurie Dyer. Jack Martin and Rick Taylor were absent.

Also present were City Clerk Evelyn Lees, Deputy Mayor Matt Light, Deputy Clerk Christina Adamson, Public Safety Director Chad Knecht, Attorney Dennis Otten, Department Directors, staff, and representatives of bidders.

**PLEDGE OF ALLEGIANCE**

Mr. Elmer led the chamber in the Pledge of Allegiance.

**PETITIONS OR COMMENTS BY CITIZENS WHO ARE PRESENT**

There were no comments.

**APPROVAL OF AGENDA**

Mr. Ditslear moved to approve the agenda, second Ms. Dyer, three aye, motion carried.

**BID OPENING: SALE OF SURPLUS GOLF CARTS**

Mr. Otten stated the first bid was from Captain Spiffy LLC for \$260,000.00. He stated the second bid was from Midwest Golf Turf for \$225,000.00. He stated the third bid was from Cody Robinson for \$282,093.00. Mr. Otten recommended the bids be referred to the Parks Department for consideration. Ms. Dyer so moved, second Mr. Ditslear, three aye, motion carried.

**BID OPENING: LOGAN STREET DRAINAGE AND FEDERAL HILL TO FOREST PARK TRAIL**

Mr. Otten stated the first bid was from Morphe Construction, Inc. Their Form 96, bid bond, non-collusion affidavit, E-verify affidavit, and financial statements were included in the packet. Their base bid was \$4,420,000.00. Alternate #1 was \$212,714.00. Alternate #2 was \$52,000.00. Mr. Ditslear moved for the bid to be referred to the Engineering Department for their consideration, second Ms. Dyer, three aye, motion carried.

**CONSENT AGENDA**

**FOR APPROVAL**

- #1 APPROVAL OF MINUTES: FEBRUARY 13, 2024
- #2 BOARD TO CONSIDER TEMPORARY STREET CLOSURES FOR NOBLESVILLE CREATES' ANNUAL HATCH FEST (RENÉ GULLEY)
- #3 BOARD TO CONSIDER TEMPORARY PARKING SPACE CLOSURES FOR NOBLESVILLE CREATES' ANNUAL ART FAIR ON THE SQUARE (RENÉ GULLEY)
- #4 BOARD TO CONSIDER USE OF THE NORTH, SOUTH, AND EAST ALLEYS FOR NOBLESVILLE CREATES' ANNUAL FAIRYVILLE EVENT (RENÉ GULLEY)
- #5 BOARD TO CONSIDER TEMPORARY STREET CLOSURE FOR NOBLESVILLE CREATES' ANNUAL ROCK ON MAPLE (RENÉ GULLEY)

**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE  
FEBRUARY 27, 2024, PAGE II**

- #6 BOARD TO CONSIDER PERMISSION TO GRANT TEMPORARY TRAFFIC RESTRICTIONS FOR THE 2024 MORSE PARK SUMMER TRIATHLON (RENÉ GULLEY)
- #7 BOARD TO CONSIDER ACCEPTANCE OF SECONDARY PLAT FOR “LOT P IN SAXONY CORPORATE CAMPUS” LOCATED IN THE 14200 BLOCK OF BERGEN BOULEVARD, EAST SIDE (JOYCEANN YELTON)
- #8 BOARD TO CONSIDER ACCEPTANCE OF SECONDARY PLAT, PERFORMANCE BONDS FOR COMMON AREA SIDEWALK, RIGHT-OF-WAY, HMA SURFACE, MONUMENTATION, TREES, SIGNS AND MAINTENANCE BONDS FOR SUBGRADE, STONE, HMA BASE, HMA INTERMEDIATE, CURB, TRAIL, STORM SEWER, SANITARY SEWER, AND OFF-SITE SANITARY SEWER FOR PEBBLE BROOK CROSSING (JUSTIN HUBBARD)
- #9 BOARD TO CONSIDER RELEASE OF PERFORMANCE BONDS FOR SIGNS, COMMON SIDEWALK AND MONUMENTATION AND ACCEPTANCE OF MAINTENANCE BOND FOR COMMON SIDEWALK FOR BROOKS FARM, SECTION 3 (JUSTIN HUBBARD)
- #10 BOARD TO CONSIDER RELEASE OF PERFORMANCE BONDS FOR EROSION CONTROL AND RIGHT-OF-WAY IMPROVEMENTS AND ACCEPTANCE OF MAINTENANCE BOND FOR RIGHT-OF-WAY IMPROVEMENTS FOR NEXUS APARTMENTS (JUSTIN HUBBARD)

**CONTRACTS/PURCHASES UNDER \$50,000 (APPROVED BY MAYOR OR DIRECTOR)**

- #11 SERVICES AGREEMENT WITH PRO-AIR MIDWEST, LLC FOR QUARTERLY AIR SAMPLING AND MAINTENANCE (DEPUTY CHIEF MURRY DIXON)
- #12 SERVICES AGREEMENT WITH CINTAS CORPORATION FOR UNIFORM SERVICES FOR THE FIRE DEPARTMENT’S FLEET MAINTENANCE DIVISION (DIVISION CHIEF SCOTT HUNTER)
- #13 SERVICES AGREEMENT WITH TARGET SOLUTIONS LEARNING, LLC, D/B/A VECTOR SOLUTIONS, FOR A LEARNING MANAGEMENT SYSTEM AND WORKFORCE MANAGEMENT AND SCHEDULING (DIVISION CHIEF SCOTT HUNTER)
- #14 SERVICES AGREEMENT WITH CIJS SOLUTIONS FOR EVIDENCE STORAGE AND SHARING FOR THE POLICE INVESTIGATIONS DEPARTMENT (ADAM HEDDEN)
- #15 SERVICES AGREEMENT WITH C.M. BUCK & ASSOCIATES, INC. FOR ANNUAL MAINTENANCE OF BATTERY BACK UP AT CITY HALL (ADAM HEDDEN)
- #16 SERVICES AGREEMENT WITH C.M. BUCK & ASSOCIATES, INC. FOR ANNUAL MAINTENANCE OF BATTERY BACK UP FOR THE PUBLIC SAFETY BUILDING (ADAM HEDDEN)
- #17 SERVICES AGREEMENT WITH ASAP AQUATICS FOR POND CARE AT FOX PRAIRIE GOLF COURSE (WENDY STREMLAW)

Mr. Ditslear moved to approve the consent agenda, second Ms. Dyer, three aye, motion carried.

**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE  
FEBRUARY 27, 2024, PAGE III**

**NEW ITEMS FOR DISCUSSION**

- #1 BOARD TO CONSIDER RESOLUTION RB-12-24, A RESOLUTION CONCERNING A PUBLIC-PRIVATE AGREEMENT FOR THE DESIGN, CONSTRUCTION, OPERATION, AND TRANSFER OF AN EVENTS CENTER AND PARKING GARAGE IN ACCORDANCE WITH IC 5-23, AS AMENDED (JONATHAN HUGHES)

Mr. Otten stated City Attorney Jonathan Hughes is working with Patch Development, and an agreement is pending but not yet final. Mr. Otten stated Mr. Hughes requested postponing consideration of the resolution until the next meeting. He stated Mr. Hughes is working with Ms. Lees to re-advertise the public hearing for the next meeting. Mr. Ditslear moved to postpone consideration of Resolution RB-12-24 and the related public hearing to the March 12 meeting, second Ms. Dyer, three aye, motion carried.

**PUBLIC HEARING FOR RESOLUTION RB-12-24**

The public hearing was postponed to the March 12 meeting.

- #2 BOARD TO CONSIDER MEMORANDUM OF UNDERSTANDING WITH HOOSIER HERITAGE PORT AUTHORITY AND THE CITY OF NOBLESVILLE FOR 2024 FUNDING (MATT LIGHT)

Mr. Light stated this memorandum of understanding regards a public purpose grant from the City to the Hoosier Heritage Port Authority, to be dedicated to track maintenance. He stated the City is one of three owners of the railroad tracks governed by the Port Authority, along with the City of Fishers and Hamilton County. He stated two billboards owned by the Authority have been taken down with a third removal pending, resulting in a significant amount of lost revenue. He stated the City would like to replace a portion of the revenue with a grant to the Authority in 2024. He stated the agreement requires a report on usage of the funding to be presented to either the City Council or a Council committee. He stated going forward, the City would like to include some support in the annual budget. Mr. Ditslear asked if Hamilton County and the City of Fishers are contributing the same amount. Mr. Light stated an annual contribution is being discussed, but no commitments are in place yet. He stated Hamilton County contributed a significant amount last year from American Rescue Plan Act (ARPA) funds to improve crossings on the line. He stated there are discussions for each owner to make an annual budgeted contribution. Ms. Lees stated item #2 in the memorandum states the contribution is in 2023. She asked if the year should be 2024. Mr. Light replied yes, it should be 2024. Mr. Elmer moved to approve the MOU with Hoosier Heritage Port Authority, amending item #2 to calendar year 2024 instead of 2023; second Mr. Ditslear, three aye, motion carried.

- #3 BOARD TO CONSIDER REQUEST FOR ADDITIONAL LEAVE TIME ON BEHALF OF A CITY EMPLOYEE (KIM POTTENGER)

Human Resources Assistant Director Kim Pottenger stated as discussed in executive session, an employee requests four weeks of additional leave. Mr. Ditslear moved to approve additional leave time on behalf of a City employee, second Ms. Dyer, three aye, motion carried.

- #4 BOARD TO CONSIDER SERVICES AGREEMENT WITH OPENGOV, INC. FOR FINANCIAL MANAGEMENT SOFTWARE (JEFFREY SPALDING)

Deputy Financial Officer Ian Zelgowski spoke on behalf of Chief Financial Officer and Controller Jeffrey Spalding. Mr. Zelgowski stated he is the primary administrator of OpenGov, which is an online software platform. He stated the software is offered in modules, and the City uses three: Budget Builder, Workforce Planning, and Management Reporting. He stated the agreement is for three years with a five percent increase each year, which was negotiated down from a seven percent increase per year. The agreement will terminate on January 31, 2027 and cost \$52,395.00 the first year, \$55,014.75 the second year, and \$57,757.49 the third year.

**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE  
FEBRUARY 27, 2024, PAGE IV**

Mr. Ditslear moved to approve the services agreement with OpenGov. Inc. for financial management software, second Ms. Dyer, three aye, motion carried.

**#5 BOARD TO CONSIDER SERVICES AGREEMENT WITH O.W. KROHN & ASSOCIATES, LLP FOR FINANCIAL CONSULTING SERVICES (JEFFREY SPALDING)**

Chief Financial Officer and Controller Jeffrey Spalding stated this contract is with the most significant long-term vendor for the Office of Finance and Accounting. He stated O.W. Krohn serves two basic functions: they prepare the City's Annual Comprehensive Financial Report and other financial consulting to support financial decisions, mostly regarding project funding and structuring debt financing. He stated the contract is not to exceed \$195,000.00, but only \$150,000.00 has been encumbered. The contract will terminate on December 31, 2024. Up to 25 percent of services for the Annual Comprehensive Financial Report and related activities scope may be attributed to work for the Utilities and will be charged accordingly. Mr. Ditslear moved to approve the services of Krohn & Associates for financial consulting for the City, second Ms. Dyer, three aye, motion carried.

**#6 BOARD TO CONSIDER FAÇADE IMPROVEMENT GRANT FOR 818 LOGAN STREET (AARON HEAD)**

Community Engagement Manager Aaron Head stated this request is for a small project grant. He stated the grant will help remove the sign of the former business and add a new sign. The total project cost is estimated at \$6,352.00 with a maximum grant of \$2,500.00. He stated the Façade Improvement Grant Review Committee recommended approval. He stated the new business is expected to open in late April. Ms. Dyer moved to approve the façade improvement grant for 818 Logan Street, second Mr. Ditslear, three aye, motion carried.

**#7 BOARD TO CONSIDER FAÇADE IMPROVEMENT GRANT FOR 984 LOGAN STREET (AARON HEAD)**

Community Engagement Manager Aaron Head stated the façade improvement grant for this location will be used to help replace third floor windows and to remove and replace signs. The total project cost is estimated at \$46,375.74 with a maximum grant of \$23,187.87. He stated all of the windows need to be replaced, so there may be an application for a grant next year as well. He stated the Façade Improvement Grant Review Committee recommended approval. Mr. Ditslear moved to approve the façade grant for 984 Logan Street, second Ms. Dyer, three aye, motion carried.

**#8 BOARD TO CONSIDER SERVICES AGREEMENT WITH MKSK, INC. FOR PROPOSED PLANS FOR EAST AND WEST GATEWAYS (DENISE ASCHLEMAN)**

Principal Planner Denise Aschleman stated this contract with MKSK, Inc. is to produce plans for the east and west gateways to Downtown. She stated the west gateway area will include Federal Hill and Riverview Health. She stated the east gateway area will include East Conner Street from 18<sup>th</sup> Street to State Road 37 and south to Pleasant Street, including the former Firestone property. She stated MKSK will begin public outreach for the west gateway within the next two months. She stated both plans are expected to be completed by the end of the year. She stated the contract will be paid from the Economic Development budget. Ms. Dyer asked what will be studied. Ms. Aschleman replied the vendor will study land use, redevelopment, and possible zoning. She stated the last west gateway study resulted in many of the improvements at Federal Hill. She stated development on the east end of Conner Street is older, so the study will look at zoning and future land use. Mr. Elmer asked if the study will be used by the Economic Development Department. Ms. Aschleman replied the plans will be used by the Economic Development Department, the Planning Department, and the Engineering Department. She stated a west gateway study was last completed in 2005, and there has never been a specific east gateway study. The contract will terminate on December 31, 2024 at a cost not to exceed \$370,000.00.

**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE  
FEBRUARY 27, 2024, PAGE V**

Mr. Ditslear moved to approve the services agreement with MKSK, Inc. for proposed plans for east and west gateways, second Ms. Dyer, three aye, motion carried.

**#9 BOARD TO CONSIDER SERVICES AGREEMENT WITH GREENFIELD CONTRACTORS, LLC FOR WESTSIDE SALT BARN ROOF REPLACEMENT (PATTY JOHNSON)**

Street Commissioner Patty Johnson stated three quotes were received for replacement of the west salt barn roof, and Greenfield Contractors, LLC submitted the lowest responsive, responsible quote at \$45,544.41. The contract will terminate on June 30, 2024. Mr. Ditslear moved to approve the agreement with Greenfield Contractors, second Ms. Dyer, three aye, motion carried.

**#10 BOARD TO CONSIDER AWARD OF THE 2024 RIGHT-OF-WAY LANDSCAPING CONTRACT (PATTY JOHNSON)**

Street Commissioner Patty Johnson stated bids were opened at the last meeting, and GKM Property Services, Inc. was the only bidder. She stated they have fulfilled the contract for the last several years, and she is satisfied with their work. The contract will terminate on October 31, 2024 at a cost not to exceed \$169,773.84. Mr. Ditslear moved to approve the contract with GKM for 2024 right-of-way landscaping, second Ms. Dyer, three aye, motion carried.

**#11 BOARD TO CONSIDER AWARD OF THE 2024 RIGHT-OF-WAY MOWING CONTRACT (PATTY JOHNSON)**

Street Commissioner Patty Johnson stated GKM Property Services, Inc. also was the only bidder for the right-of-way mowing contract. She stated they have been contracted for the past several years, and she is very satisfied with their work. The contract will terminate on October 31, 2024 at a cost not to exceed \$379,877.31. Mr. Elmer asked if the median for State Road 37 is mowed. Ms. Johnson replied it is mowed by the contractor every other week rather than every week. She stated if the City did not mow, INDOT would only mow it twice per year. She stated the only areas mowed by Street Department employees are Riverside Cemetery and the gated lift stations. Mr. Ditslear moved to approve the 2024 right-of-way mowing contract with GKM, second Ms. Dyer, three aye, motion carried.

**#12 BOARD TO CONSIDER PERMISSION TO ACTIVATE PEDESTRIAN ALLEYS FOR THE NOBLESVILLE ARTS COMMUNITY ECLIPSE CELEBRATION (RENÉ GULLEY)**

Street Department Administrative Manager René Gulley stated this request from Noblesville Creates is to activate the north, south, and east alleys on Sunday, April 7 for a celebration of the total solar eclipse on April 8. She stated the celebration may extend to Maple Avenue if needed, but it will not be closed. Mr. Elmer asked what “activating” the alleys was. Ms. Gulley replied the alleys will be used for the event. Ms. Dyer moved to approve to activate pedestrian alleys second Mr. Ditslear, three aye, motion carried.

**#13 BOARD TO CONSIDER PERMISSION TO LEASE THREE CHEVROLET EQUINOXES THROUGH ENTERPRISE LEASING FOR THE STREET DEPARTMENT (JAMES ALEXANDER)**

Street Department Fleet Manager James Alexander stated the Street Department has added three new positions and so needs to add three more vehicles to its fleet. He requested permission to lease three Chevrolet Equinoxes through the City’s contract with Enterprise Leasing. Mr. Ditslear moved to approve leasing three Chevrolet Equinoxes through Enterprise Leasing, second Ms. Dyer, three aye, motion carried.

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**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE  
FEBRUARY 27, 2024, PAGE VI**

- #14 BOARD TO CONSIDER SERVICES AGREEMENT WITH CHA CONSULTING, INC. FOR INNOVATION MILE INFRASTRUCTURE INSPECTION (EN-368-02) (JIM HELLMANN)

Assistant City Engineer Jim Hellmann stated this contract with CHA Consulting is for a construction inspector for Innovation Mile infrastructure. He stated the inspector previously worked on the Union Chapel Road project, so he is familiar with the City. The contract will terminate on December 31, 2025 at a cost not to exceed \$240,000.00. Mr. Ditslear moved to approve the agreement with CHA Consulting for Innovation Mile, second Ms. Dyer, three aye, motion carried.

- #15 BOARD TO CONSIDER SERVICES AGREEMENT WITH CROSSROAD ENGINEERS, PC FOR 8<sup>TH</sup> STREET AND CHRISTIAN AVENUE IMPROVEMENTS (ANDREW RODEWALD)

Engineering Project Manager Andrew Rodewald stated there is increased traffic on 8<sup>th</sup> Street since the roundabouts were constructed and the street was reopened. He stated this contract with CrossRoad Engineers, PC is for design of a roundabout at 8<sup>th</sup> Street and Christian Avenue, and for improvements to the corridor on Christian Avenue between 8<sup>th</sup> and 10<sup>th</sup> Streets, including landscaping. The contract will terminate on December 31, 2026 at a cost not to exceed \$435,580.00. Ms. Dyer moved to approve the agreement with Crossroad Engineers for 8<sup>th</sup> and Christian, second Mr. Ditslear, three aye, motion carried.

- #16 BOARD TO CONSIDER SERVICES AGREEMENT WITH USI CONSULTANTS, INC. FOR BODEN ROAD, SEGMENT III DESIGN (EN-338-12) (ANDREW RODEWALD)

Engineering Project Manager Andrew Rodewald stated USI Consultants, Inc. was originally hired to complete a 40 percent design of the entire Boden Road corridor, including needed drainage and right-of-way. He stated USI Consultants is currently working on final design of a roundabout at 166<sup>th</sup> Street and Boden Road. He stated this contract is for design of improvements between 166<sup>th</sup> Street and State Road 38. He stated they hope to construct the road improvements when the roundabout at Boden Road and State Road 38 is constructed. Mr. Elmer asked when the roundabout at Boden Road and State Road 38 will be constructed. Mr. Rodewald stated a full closure is planned to begin April 15, weather permitting, and last for 45 days. He stated the contractor is E&B Paving, and the site is near their business, so they will be motivated to complete the construction quickly. The contract will terminate on December 31, 2026 at a cost not to exceed \$499,940.00. Mr. Ditslear moved to approve the agreement with USI Consultants for Boden Road, second Ms. Dyer, three aye, motion carried.

- #17 BOARD TO CONSIDER LIGHTING AGREEMENT WITH DUKE ENERGY FOR PLEASANT STREET, PHASE I (EN-231-31) (ANDREW RODEWALD)

Engineering Project Manager Andrew Rodewald stated three lighting agreements with Duke Energy were approved at the February 13 meeting for the Pleasant Street project. He stated one of the three agreements had an incorrect amount. He requested that the approved agreement for 10<sup>th</sup> and Pleasant Streets for \$156,251.68 be voided and this agreement for \$173,901.16 be approved in its place. He stated the difference in cost is approximately \$17,000.00. Mr. Ditslear moved to void the original agreement and approve this lighting agreement with Duke Energy for Pleasant Street, second Ms. Dyer, three aye, motion carried.

**OTHER BUSINESS**

Mr. Otten stated the Parks Department would like to recommend award of a bid for the golf carts. Golf Professional Gary Deakyne stated after review of the bids opened earlier in the meeting, he recommended the bid be awarded to Cody Robinson for \$282,093.00. Mr. Ditslear asked why there were no bids the first time the golf carts were advertised. Mr. Deakyne replied there was a minimum bid of \$300,000.00 the first time. He stated all of the bids received today

**BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF NOBLESVILLE  
FEBRUARY 27, 2024, PAGE VII**

were under \$300,000.00. Mr. Ditslear moved to approve the bid for the sale of surplus golf carts, second Ms. Dyer, three aye, motion carried.

**ADJOURNMENT**

There being no further business before the Board of Public Works and Safety this 27<sup>th</sup> day of February, 2024, Mr. Martin adjourned the meeting.

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JACK MARTIN, PRESIDENT

ATTEST:

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EVELYN L. LEES, CLERK