



Board of Public Works and Safety

Agenda Item

Cover Sheet

MEETING DATE: September 10, 2024

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

ITEM #: 1

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
AUGUST 27, 2024**

The Board of Public Works and Safety met in regular session on Tuesday, August 27, 2024 in the Council chamber. Jack Martin called the meeting to order at 9:01 a.m. pursuant to public notice with the following members present: Robert Elmer, John Ditslear, Rick Taylor, and Laurie Dyer.

Also present were City Attorney Jonathan Hughes and staff.

PLEDGE OF ALLEGIANCE

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

PETITIONS OR COMMENTS BY CITIZENS WHO ARE PRESENT

There were no comments from citizens.

APPROVAL OF AGENDA

Mr. Taylor moved to approve the agenda, second Mr. Ditslear, five aye, motion carried.

**CONSENT AGENDA
FOR APPROVAL**

- #1 APPROVAL OF EXECUTIVE SESSION MEMORANDUM: AUGUST 13, 2024
- #2 APPROVAL OF MINUTES: AUGUST 13, 2024
- #3 BOARD TO CONSIDER WRITE-OFF OF UNPAID SEWER AND TRASH FEES FOR THE SECOND QUARTER (JONATHAN MIRGEAUX)
- #4 BOARD TO CONSIDER TEMPORARY STREET CLOSURE FOR NOBLESVILLE MAIN STREET FALL FEST 2024 (RENÉ GULLEY)
- #5 BOARD TO CONSIDER USE OF STREETLIGHT POLES FOR NOBLESVILLE MAIN STREET'S ANNUAL SCARECROW CONTEST (RENÉ GULLEY)
- #6 BOARD TO CONSIDER RELEASE OF PERFORMANCE BOND FOR EROSION CONTROL AT CENTERPOINT ENERGY (JUSTIN HUBBARD)
- #7 BOARD TO CONSIDER ACCEPTANCE OF SECONDARY PLAT AND PERFORMANCE BONDS FOR STORM SEWER, SIGNS, COMMON TREES, MONUMENTATION, RIGHT-OF-WAY IMPROVEMENTS, PATH, COMMON SIDEWALK, CURB, STONE BASE, HMA BASE, HMA INTERMEDIATE, AND HMA SURFACE IN PARKSIDE AT FINCH CREEK, SECTION 1 (JUSTIN HUBBARD)
- #8 BOARD TO CONSIDER ACCEPTANCE OF SECONDARY PLAT AND PERFORMANCE BONDS FOR STORM SEWER, SIGNS, COMMON TREES, MONUMENTATION, RIGHT-OF-WAY IMPROVEMENTS, PATH, COMMON SIDEWALK, CURB, STONE BASE, HMA BASE, HMA INTERMEDIATE, AND HMA SURFACE IN DEL WEBB, SECTION 1A (JUSTIN HUBBARD)
- #9 BOARD TO CONSIDER ACCEPTANCE OF SECONDARY PLAT AND PERFORMANCE BONDS FOR STORM SEWER, COMMON TREES, MONUMENTATION, PATH, COMMON SIDEWALK, CURB, STONE BASE, HMA BASE, HMA INTERMEDIATE, AND HMA SURFACE IN DEL WEBB, SECTION 1B (JUSTIN HUBBARD)

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- #10 BOARD TO CONSIDER ACCEPTANCE OF SECONDARY PLAT FOR REPLAT OF BLOCK EE OF SAXONY CORPORATE CAMPUS, INCLUDING THE DEDICATION OF GETZ ROAD (JOYCEANN YELTON)

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

- #11 SIX MONTH LEASE FOR OFFICE SPACE AT 501 SOUTH 9TH STREET FOR THE POLICE DEPARTMENT (ASSISTANT CHIEF BRAD ARNOLD)
- #12 PURCHASE OF FOUR SNOWPLOWS FROM MID-STATE TRUCK EQUIPMENT FOR STREET DEPARTMENT PICKUP TRUCKS (JAMES ALEXANDER)

Mr. Ditslear moved to approve the Consent Agenda as presented, second Ms. Dyer, five aye, motion carried.

NEW ITEMS FOR DISCUSSION

- #1 BOARD TO CONSIDER RESOLUTION #RB-33-24, A RESOLUTION APPROVING DONATION OF SURPLUS PROPERTY (DIVISION CHIEF SCOTT HUNTER)

Fire Division Chief Scott Hunter stated the Board previously approved the purchase of new body armor that has now been tested and is in use. He stated disposing of outdated equipment is difficult, and it costs thousands of dollars to recycle. He stated the Cicero Fire Department does not have ballistic protection gear and would like to accept the donation for one dollar. He stated they understand the equipment is past the standard warranty of five years. He explained that armor past the warranty may not perform as well, but it is still better than no protection. Mr. Taylor moved to approve Resolution RB-33-24, second Mr. Ditslear, five aye, motion carried.

- #2 BOARD TO CONSIDER RESIDENTIAL FAÇADE IMPROVEMENT GRANT AT 1095 LOGAN STREET (AARON HEAD)

Community Engagement Manager Aaron Head stated this residential façade improvement grant is for the second phase of painting siding on the house and painting the carriage house. The grant is in the amount of \$4,250.00 with a total investment of \$8,500.00. This grant received a favorable recommendation from the Façade Grant Review Committee. Mr. Elmer moved to approve the façade improvement grant for 1095 Logan, second Ms. Dyer, five aye, motion carried.

- #3 BOARD TO CONSIDER RESIDENTIAL FAÇADE IMPROVEMENT GRANT AT 1179 CONNER STREET (AARON HEAD)

Community Engagement Manager Aaron Head stated this residential façade improvement grant is to replace rotted wood, replace basement windows, repair brick and mortar, reveal a balcony transom window, repair of a second floor exterior door, and refurbishing the front door. The home is in the Conner Street Historic District and is eligible for a 50 percent grant match up to \$5,000.00. He stated the grant received a favorable recommendation from the Façade Grant Review Committee. He stated the grant total is \$4,475.00 and the total project investment is \$8,950.00. Mr. Ditslear moved to approve the façade grant at 1179 Conner Street, second Mr. Taylor, five aye, motion carried.

- #4 BOARD TO CONSIDER RESIDENTIAL FAÇADE IMPROVEMENT GRANT AT 395 SOUTH 9TH STREET (AARON HEAD)

Community Engagement Manager Aaron Head stated this residential façade improvement grant is to remove the front and side doors and replace them with doors that are historically accurate. The home is in the Conner Street Historic District and is eligible for a 50 percent grant match up

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to \$5,000.00. He stated the total project cost is \$4,500.00 with a grant of \$2,250.00. Mr. Martin asked if the residential façade improvement grant funds have all be used. Mr. Head replied approximately \$4,000.00 remains for the historic districts, but another application is pending. He stated the City has granted approximately \$45,000.00 in the Plum Prairie historic district, which is more than the original commitment. Mr. Taylor moved to approve the residential façade improvement grant at 395 South 9th Street, second Ms. Dyer, five aye, motion carried.

#5 BOARD TO CONSIDER PERMANENT ENCROACHMENT FOR A SIGN IN THE RIGHT-OF-WAY ON MERCHO PARKWAY IN THE TIMBERS PLANNED DEVELOPMENT (JOYCEANN YELTON)

Development Services Manager Joyceann Yelton stated this permanent encroachment is located in the Timbers Planned Development on State Road 38. She stated the only place for the subdivision entry sign is in the right-of-way of Mercho Parkway, 38 feet behind the stop line at State Road 38, with no sight distances hindered by the placement. She stated the sign is approximately six feet tall. She stated due to flood plain and the topography, there is nowhere else to put the sign but in the median of the right-of-way. Mr. Elmer moved to approve the encroachment sign on the right-of-way on Mercho Parkway, second Mr. Ditslear, five aye, motion carried.

#6 BOARD TO CONSIDER AN AMENDMENT TO THE CONTRACT WITH CHRISTOPHER BURKE AND ASSOCIATES FOR LETTERS OF MAP REVISION (DENISE ASCHLEMAN)

Principal Planner Denise Aschleman stated the original agreement with Christopher Burke was approved in November of 2023 for \$37,900.00. She stated due to a rise in the flood plain caused by the Campus Parkway and Boden Road bridges, the Federal Emergency Management Agency (FEMA) requires letters of map revision for the Hyde Park area. She stated the Indiana Department of Natural Resources (DNR) is acting on behalf of FEMA. She stated Christopher Burke requests an additional amount not to exceed \$27,500 to complete that work, for a new contract total of \$65,400.00. Mr. Taylor moved to approve the amendment to the contract with Christopher Burke and Associates for Letters of Map Revision, second Mr. Ditslear, five aye, motion carried.

#7 BOARD TO CONSIDER PURCHASE FROM KONICA MINOLTA FOR THE IT DEPARTMENT'S 2024 COMPUTER REFRESH (ADAM HEDDEN)

Information Technology Director Adam Hedden stated this is part of the annual refresh and includes 117 HP computers for this year. He stated Konica Minolta was used last year, and they submitted the lowest quote. The services agreement will terminate on December 31, 2024 at a cost not to exceed \$200,000.00. Mr. Elmer moved to approve the Konica Minolta contract for the IT Department, second Mr. Taylor, five aye, motion carried.

#8 BOARD TO CONSIDER SERVICES AGREEMENT WITH PROS CONSULTING, INC. FOR THE PARKS FIVE-YEAR MASTER PLAN (SAVANNAH WINES)

Parks and Recreation Director Savannah Wines stated this agreement is for the Five-Year Master Plan that is necessary to be eligible for state funding and state grants, and to be sure that their work aligns with the community's needs. She stated she has worked with the vendor in the past. She stated the company is made up of past Parks Directors, so they are very park focused. The services agreement will terminate on December 31, 2025 at a cost not to exceed \$103,730.00. Mr. Martin asked City Attorney Jonathan Hughes if this contract amount required a Request for Qualifications (RFQ). Mr. Hughes replied an RFQ was not needed. Mr. Taylor moved to approve the services agreement with Pros Consulting, Inc. for the Parks five-year master plan, second Mr. Ditslear, five aye, motion carried.

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- #9 BOARD TO CONSIDER SERVICES AGREEMENT WITH CORNERSTONE OUTDOORS FOR GUTTER REPAIR ON FOX PRAIRIE MAINTENANCE BUILDING (SAVANNAH WINES)

Parks and Recreation Director Savannah Wines stated this is to repair a gutter that was knocked down by the weather. The services agreement will terminate on September 30, 2024 at a cost not to exceed \$250.00. Mr. Taylor moved to approve the agreement with Cornerstone Outdoors for gutter repair on the Fox Prairie Maintenance Building, second Ms. Dyer, five aye, motion carried.

- #10 BOARD TO CONSIDER TEMPORARY ALLEY CLOSURE FOR WINDOW REPAIRS AT 50 NORTH 9TH STREET (RENÉ GULLEY)

Street Department Operations Manager René Gulley stated Noblesville Premium Properties requests to use a scissor lift in the east alley for window replacement on the second story of 50 North 9th Street. She stated the work is expected to take five business days. She stated the alley will be closed from 8:00 a.m. to 4:00 p.m. from September 9 through 13 or the following week. She stated after hours, the lift will be stored in Noblesville Premium Properties' private parking lot. She stated staff will coordinate removal of any detachable decorations in the alley, and the company has agreed to protect the mural in the alley. Mr. Ditslear moved to approve the temporary closure for repairs at 50 North 9th Street, second Ms. Dyer, five aye, motion carried.

- #11 BOARD TO CONSIDER TEMPORARY USE OF TWO PARKING SPACES FOR FAÇADE WORK AT 808 LOGAN STREET (RENÉ GULLEY)

Street Department Operations Manager René Gulley stated Darren Peck of Hometown Window and Door requests to use two parking spaces on North 8th Street and one parking space on Logan Street to replace windows and siding at 808 Logan Street. The spaces will be needed August 27 through August 30 from 8:00 a.m. to 5:00 p.m. each day. She stated the sidewalk will remain open. Mr. Elmer moved to approve the use of two parking spaces for façade work at 808 Logan, second Mr. Ditslear, five aye, motion carried.

- #12 BOARD TO CONSIDER SERVICES AGREEMENT WITH DONOHUE & ASSOCIATES, INC. FOR ENGINEERING SERVICES FOR THE UTILITY (JONATHAN MIRGEAUX)

Utilities Director Jonathan Mirgeaux stated this services agreement with Donohue & Associates is in support of the Build-Operate-Transfer (BOT) project to replace solids handling equipment. He stated this contract will cover the scoping phase of the project. He stated typically the engineer works for the BOT contractor, but the Utility prefers to work directly with the engineer, since this is its first BOT project. The services agreement will terminate on December 31, 2024 at a cost not to exceed \$199,300.00. Mr. Taylor moved to approve the agreement with Donahue & Associates, Inc for engineering services for the Utility, second Mr. Ditslear, five aye, motion carried.

- #13 BOARD TO CONSIDER CHANGE ORDER NO. 2 WITH ATLAS EXCAVATING, INC. FOR LIFT STATION 9 PROJECT (KRISTYN PARKER)

Utilities Project Coordinator Kristyn Parker stated Change Order No. 2 is \$39,421.15 for removal of the grout in the wet well, excavation, and trench box placement for a valve repair. The new contract total with Atlas Excavating is \$1,926,954.13. Mr. Ditslear moved to approve Change Order No. 2 with Atlas Excavating, Inc. for the Lift Station 9 project, second Mr. Taylor, five aye, motion carried.

- #14 BOARD TO CONSIDER ROAD IMPACT FEE CREDIT AGREEMENT WITH CHIPOTLE AT NOBLE WEST (JUSTIN HUBBARD)

Engineering Project Coordinator Justin Hubbard stated this credit is for \$31,450.00 in road impact fee credits with a remaining balance of \$1,297,390.00. The credits were granted to Noble

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West, and these credits are associated with building permits issued for a Chipotle restaurant. Mr. Elmer moved to approve the road impact fee credit agreement, second Ms. Dyer, five aye, motion carried.

**#15 BOARD TO CONSIDER ROAD IMPACT FEE CREDIT AGREEMENT WITH
ASH BUILDING AT PLEASANT STREET COMMERCIAL PARK
(JUSTIN HUBBARD)**

Engineering Project Coordinator Justin Hubbard stated this 2007 agreement credits 97.8 trips of the 2,908 trips available to BK Property Group. He stated a balance of 2,129.76 trips remains. The trips apply to the calculation of road impact fees for development in the Pleasant Street Commercial Park. Mr. Martin asked if the fees are credited based on the value of trips at the time of the agreement or at their present value. Mr. Hubbard replied they are credited at the present value. He stated the City does not credit in trips any longer. The Board authorizes the Engineering Department to approve the credits. Mr. Ditslear moved to approve the fee credit agreement with Ash Building at Pleasant Street Commercial Park, second Mr. Taylor, five aye, motion carried.

**#16 BOARD TO CONSIDER TEMPORARY ROAD CLOSURE FOR EAST 156TH
STREET BETWEEN WESCOTT DRIVE AND DRY CREEK ROAD
(MICHAEL POUCH)**

Engineering Project Manager Andrew Rodewald spoke on behalf of Michael Pouch. Mr. Rodewald stated this one day closure is to remove the culvert on 156th Street between Boden Road and Promise Road prior to resurfacing. He stated due to new development in the area, the culvert is no longer needed and is full of debris. He stated removing the culvert is the most cost effective option, and there will be no future expenses to maintain it. He stated nearby Deer Creek Elementary School has been notified of the closure. Mr. Taylor moved to approve the temporary road closure for East 156th Street between Wescott Drive and Dry Creek Road, second Mr. Ditslear, five aye, motion carried.

COMMENTS

The Board congratulated Deputy Controller Caitlin Kesner on her recent marriage.

ADJOURNMENT

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

JACK MARTIN, PRESIDENT

ATTEST:

EVELYN L. LEES, CLERK