

City of Decatur
Board of Public Works & Safety Minutes
August 5, 2025

The City of Decatur Board of Public Works and Safety members met on August 5, 2025 at 6:00 P.M. at City Hall in Council Chambers, 172 N. Second Street, Decatur. Members present were Tyler Fullenkamp, Craig Coshow, and Mayor Dan Rickord. Also present were Clerk-Treasurer Eran Hackman and City Attorney Anne Razo.

The Clerk-Treasurer had emailed the minutes from the July 15, 2025 meeting. Coshow made a motion to adopt the minutes of July 15, 2025 as emailed. Seconded by Fullenkamp, the motion was adopted.

The first item on the agenda was a presentation by Ben Adams and Chris Harrison of Commonwealth Engineering. Mr. Adams shared that following the Public Hearing at the July 15, 2025 Council Meeting regarding the results of the study to locate pipes and mains that needed to be updated to remove those which contain lead because of a State mandate, he received a message regarding the State Revolving Loan Fund (SRF) noting Decatur was selected to receive funding for a project size of \$12.5 million. The project can be funded over 35 years. The closing on the project has to happen by end of March 2026. It was noted that 9 areas in the City had been identified as priority areas for the removal of lead pipes. A total of 330 structures were noted. It was suggested each household be sent a letter detailing the project's specifics. It was shared that during the investigation phase some of the 330 structures may be eliminated and then others could be added to the list. Following a lengthy discussion, Coshow made a motion for Commonwealth Engineering to provide a revised agreement and gave permission to move ahead with Workshops and Project Management, Topographic Survey and Utility Coordination, Lead Service Line Property Owner Investigation/Coordination, Borings, Preliminary Design and Easement/Right of Entry Assistance with a cost of up to \$700,000 using \$200,000 from SRF grant funds to help assist the City.

Next on the agenda was information regarding the need for a change order for the 5-Points Project. The change order had no changes in the budget but identified INDOT specifications changed for the paving materials. Coshow made a motion to allow the change order for 5-Points Project regarding the asphalt rating. Seconded by Fullenkamp, the motion was adopted.

Police Chief Kevin Gerber announced that the Police Department will be using PayGov to process credit card payments. This new process started last week. Chief Gerber also noted he would be asking the City Council members permission to increase the Department's petty cash fund from \$200 to \$400 and increase report fees.

Chief Gerber shared one of the Department's Officer was likely going to join the Indiana State Police Department. Thus, having a vacancy, he sought permission to take an applicant from the last process. Fullenkamp made a motion to give conditional approval to Chief Gerber following an official letter of resignation noting the Officer is leaving the Department. Seconded by Coshow, the motion was adopted.

Josh Zimmerman, Stormwater Superintendent, sought approval to renew a straight renewal contract with Christopher Burke Engineering for a rate of \$3,500 for MS4 reporting. Coshow made a motion to accept the contract with Christopher Burke Engineering and authorized Mayor Rickord to sign the contract. Seconded by Fullenkamp, the motion was adopted.

Zimmerman then noted the need to allow a change of staff to allow for a full-time staff member. It was shared that Andrea Ortiz already worked part-time for the City, and she is willing to work full-time to share the extra load within the Department. She will be a shared employee between the Storm water and Wastewater departments.

Jamie Gephart, Community Coordinator, appeared before the Board to report the NVR system needed to be updated, and she had meet with the representative from Innovative Concepts Audio & Video sharing that the camera system will be updated at a cost of \$4,284.99 which allows for double the amount of current usage. Coshow made a motion to proceed with the update and authorized Mayor Rickord to sign the contract. Seconded by Fullenkamp, the motion was adopted.

Fire Chief Jeff Sheets appeared before the Board noting he had received three letters of resignation from staff, noting they were going to Hometown in Allen County.

Coshow made a motion to make a matter of record the resignation letter of James Clark. Seconded by Fullenkamp, the motion was adopted.

Coshow made a motion to make a matter of record the resignation letter from Brian Braun. Seconded by Fullenkamp, the motion was adopted.

Coshow made a motion to make a matter of record the resignation letter from Taylor Gage. Seconded by Fullenkamp, the motion was adopted.

Chief Sheets shared that as of Sunday, the shifts had been moved around so all shifts were covered.

Fire Chief Jeff Sheets shared there was a possibility for a lateral hire of a POC fireman who had been a member of the Union City, Indiana Department. Attorney Anne Razo noted that the Board of Works can approve to bypass the normal hiring process to hire this individual. Coshow made a motion to bypass the normal hiring process and move forth with a lateral hire. Seconded by Fullenkamp, the motion was adopted.

Fire Chief Sheets sought permission to go through the application process in order to hire two firemen. Fullenkamp made a motion to allow Chief Sheets to proceed with the application process for two firemen. Seconded by Coshow, the motion was adopted.

Fullenkamp made a motion for Chief Sheets to hire Maddux Hillery to a paid on-call status with the Department. Seconded by Coshow, the motion was adopted.

Coshow made a motion to allow Chief Sheets to keep two members who had recently left the department as career firefighters and wanted to stay in the department as POC to be placed on probation status at Chief Sheet's discretion. Seconded by Fullenkamp, the motion was adopted.

City Attorney Anne Razo shared a Memorandum of Agreement (MOA) with the Belmont Cadet Youth Football to use the area around the MERIT Center for practices and games as they have in the past. The group is directed by Brad Weber. Coshow made a motion to accept the MOA and authorized Mayor Rickord to sign the agreement. Seconded by Fullenkamp, the motion was adopted.

Thus, with there being no other business on the agenda, Coshow made a motion to adjourn. Seconded by Fullenkamp, the motion was adopted.

Adjournment was at 7:13 P.M.