

**BEECH GROVE BOARD OF PUBLIC WORKS AND SAFETY  
MEETING MINUTES  
MONDAY, DECEMBER 2, 2013**

Mayor Dennis Buckley called the meeting to order at 6:16 p.m.

**ROLL CALL:** Board of Works Members Ed Bell, Sandra Seward and Mayor Dennis Buckley were present. Also in attendance, were Clerk Treasurer Dan McMillan and City Attorney Craig Wiley.

**MEETING MINUTES:**

The meeting minutes from the November 18, 2013 were presented to the Board.

Sandra Seward had a couple corrections to be made. On page two it stated Mary presented a 'slideshow' but it should say photos, not slideshow. Also on page five, third paragraph, we misspelled Arial.

Sandra Seward moved to accept the minutes with the above corrections. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

The meeting minutes from the November 25, 2013 were presented to the Board.

Sandra Seward had a correction on page four, under adjournment it has Sandra Bell and should be Sandra Seward.

Sandra Seward moved to accept the minutes with the above correction. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**APPROVAL OF CLAIMS:**

**Corporate Claims** – claims in the amount of \$1,163,387.27 were presented to the Board for approval.

Sandra Seward asked about the following claims.

. Beech Grove Tire in the amount of \$502.58 for a flat tire. Police Chief Swartz clarified that the flat was for another vehicles and the amount also includes four new tires.

. Boyce Form Systems in the amount of \$429.00. Clerk Treasurer McMillan advised the Board it was for invoice forms used by the Community Center.

. Department Janitorial in the amount of \$2000.00 for trash cans liners. Brad Meriwether advised the Board it is for a pallet of liners that are split between DPW and the Parks Department. By buying in bulk it saved the City a lot of money and these should last for a year or two.

. Keystone Software. Clerk Treasurer McMillan advised the Board it is for the licensing fee for the year 2014. The City actually has three licenses; Key Asset, Key Fund and Key Utilities.

Mayor Buckley explained the claim for the Indianapolis Police Foundation in the amount of \$2741.00 is for thirty five trauma kits for the Police Department. These kits will be placed in each police car and is for personal protection for the Police Officers and is a much needed investment. Once these are received they will have training.

Clerk Treasurer McMillan did clarify that these are also for the safety of Citizens and not just the Police Officers.

Sandy Seward moved to accept the claims in the amount of **\$1,163,387.27** as presented. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**Rate Study – Storm water – Presented by Mike Harmless**

Mike Harmless, Crowe Horwath Consulting Firm, gave a brief overview of the rate study. He stated the storm water rate study is important in order to come up with the issues the Engineering Firm, Wessler, will need to address. These two companies will work together to develop a rate structure that is fair and consistent to the citizens.

Mayor Buckley stated the City has not had a storm water utility since 2006 and wants Mike to explain how relevant this is for the City to have. Mike explained to the Board that we have a sanitary sewer and we have rates to treat the sewers properly and we also need to be able to treat the storm water drains the same. The infrastructure needs to be addressed and because it is a utility it needs a rate structure in place to support the repairs and maintenance.

Mayor Buckley explained how we have been robbing Peter to pay Paul on issues we have already addressed and we need to have revenue to invest in future projects. Mayor Buckley also stated it is the right thing to do but it is a tough call. He doesn't want to raise rates for the Citizens but it is necessary and years from now we will be glad we did it.

Sandra Seward is just concerned about how people will react to another bill. Are we talking a little amount, \$20.00 or how much? Mike thinks it is a little too early to know that information but the rate study will do a wonderful job of explaining how the rates were determined.

Ed Bell did say the cost is a main priority for the Citizens and they are going to hold the fees down as much as possible. Also it will go in tiers so they won't get hit with a large amount all at once.

Clerk Treasurer McMillan did explain that in prior years it was included in the property taxes so it isn't really a new fee.

Sandra Seward asked about the \$15,000 fees for professional services. Mike advised the Board that it would be for the entire study.

Sandy Seward moved to approve the agreement between Crowe Horwath and the City of Beech Grove not to exceed \$15,000.00. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**Keystone Agreement – Presented by Clerk Treasurer McMillan**

Clerk Treasurer McMillan explained to the Board that this is for a Keystone disastrous agreement. The plan has three main functions; annual record storage, off site storage and back up support on site. The cost to the City is for \$275.00 and in the case of a disaster they would provide us complete backup and a place to do business for up to 30 days. The City will send Keystone a flash drive monthly, quarterly or yearly and this is something good too have because you never know when something might happen. Without this information the Clerk's office would be pretty much shutdown.

Ed Bell asked for clarification on what would happen if we didn't get the flash drive mailed to them before we had a disaster. Clerk Treasurer McMillan advised the Board that every night there are two backups made; one is kept in the safe and one is taken home by one of the employees.

Ed Bell moved to approve the agreement between Keystone and the City of Beech Grove pursuant to Disastrous Recovery. Sandra Seward seconded the Motion; which was approved by unanimous voice vote.

**COMMENTS FROM MEMBERS:**

**Sandra Seward** – She wants to thank everyone that had a hand in getting Main Street decorated for the Holidays. It is giving the city a home town feel and it is nice to see Main Street back.

**Ed Bell** – He wants to thank everyone for coming out and he agrees with Sandra that the decorations look great.

**ADJOURNMENT:** Ed Bell moved to adjourn. Sandra Seward seconded the Motion. The meeting was adjourned at 6:42 p.m.

The next meeting will be Monday, December 16, 2013 after the Board of Sanitation Meeting; which begins at 6:00 p.m. in Council Chambers at City Hall.

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Dennis Buckley, Mayor

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Clerk Treasurer, Dan McMillan

Prepared by: Sheri Morgan