

PLAINFIELD TOWN COUNCIL

February 8, 2021

7:00 p.m.

Mr. Brandgard: I want to welcome everybody to the Plainfield Town Council meeting for Monday, February 8, 2021.

ROLL CALL TO DETERMINE QUORUM

Mr. Brandgard: Let the record show that all members are present, and we have a quorum for conducting business.

CONSENT AGENDA

Mr. Brandgard: We have a lengthy consent agenda this evening.

1. Approval of the Minutes of the Town Council meeting of January 25, 2021.
2. Approval of the Accounts Payable Docket of Expenditures and the Affidavit of Payroll, per the Clerk-Treasurer's Report.
3. Approval of the Plainfield Economic Improvement District Annual Report, per the Clerk-Treasurer's Report.
4. Approval of the Human Resources Report dated February 4th, 2021.
5. Approval of to hire an additional HR Manager in April of 2021 to train with our current HR Manager until her planned retirement in July of 2021, per the HR Report. (Funded by the General Fund).
6. Approval to renew the Preventative Maintenance Agreement with Bassett Services in an amount not to exceed \$7,239, per the Fleet & Facility Report. (Funded from Various Departments)
7. Approval to advertise for the 2021 Street Resurfacing Project, per the Department of Public Works Report.
8. Approval to renew the Professional Services Agreement with Astbury Water Technology in the amount of \$369,500 for operating and maintaining the Wastewater System and performing analytical services for the Drinking Water System, per the Department of Public Works Department Report. (Funded from Wastewater Operating Fund)
9. Approval to renew the Professional Services Agreement with Astbury Water Technology in the amount of \$369,500 for operating and maintaining the Wastewater System and performing analytical services for the Drinking Water System, per the Department of Public Works Department Report. (Funded from Wastewater Operating Fund)
10. Approval of Change Order #8 with Patterson Horth, Inc. in the amount of \$9,772 for the Peewee Baseball Project, per the Parks & Recreation Report. (Funded from Project Savings)
11. Approval to apply for the DARE Grant in the amount of \$2,880 via the Substance Abuse Task Force, per the Plainfield Police Department Report.

12. Approval of a Contract for Professional Services with Butler, Fairman and Seufert for General Engineering Services as needed during 2021 and to be described on specific work orders which contain scope, fee, and schedule, per the Development Services Report.
13. Approval of Work Order No. 1 with Butler, Fairman, & Seufert in the amount not to exceed \$240,000 for Town Engineer Assistance, per the Development Services Report. (Funded from General fund and Water, Wastewater & Storm Water Utility Funds)
14. Approval of Work order No. 2 with Butler, Fairman, & Seufert in the amount not to exceed \$25,000 for Erosion Control Plan Review, per the Development Services Report. (Funded from Storm Water Utility Fund)
15. Approval of Work order No. 3 with Butler, Fairman, & Seufert in the amount not to exceed \$100,000 for Erosion Control Site Inspection, per the Development Services Report. (Funded from Storm Water Utility Fund)
16. Approval to waive Building and Fire Department Permit Fees associated with the Government Center, per the Development Services Report.
17. Approval of a Letter of Intent between the Town, the Redevelopment Commission and Keller/Huff setting certain terms for negotiation of a developer agreement associated with the redevelopment of the Prewitt Theater, per the Development Services Report.
18. Approval of a Guaranteed Maximum Price Proposal with Bowen Engineering in the amount of \$247,890 for Rehabilitation of Existing Clarifiers at the North Wastewater Treatment Plant, per the Development Services Report. (Funded from Wastewater Availability Funds)
19. Approval of a Contract for Professional Services with Butler, Fairman and Seufert in the amount not to exceed \$392,700 for Design, Project Management and Inspection Services associated with the North Wastewater Plant Improvement Project, per the Development Services Report. (Funded from 2020 Sewer Bond Issue)
20. Approval of Change Order 1 to a contract with Ameresco in the amount of \$552,052 for Large Water Meter Change Out Program with a Limited Notice to Proceed up to \$268,000, per the Development Services Report. (Funded from Water Utility)
21. Approval of an Encroachment Agreement between the Town and Springs at Saratoga Homes, LLC, regarding property located at 4208 & 4202 Payne Dr., per the Development Services Report
22. Approval of a Settlement Statement in the amount of \$27,000 for a Public Sanitary Sewer Easement and Right-of-Entry, per the Development Services Report. (Funded from 2020 Sewer Bond Issue)

Are there any additions or corrections to the consent agenda?

Mr. Kirchoff: Congratulations on getting through that.

Mr. Angle: Yeah, no kidding, great job.

Mr. Brandgard: Thank you

Mr. Angle: I don't see any changes; I'll move to approve.

Mr. Kirchoff: Second

(brief pause)

Mr. Angle: And then did somebody mention that there were three total bids at the beginning of this opening?

Mr. Daniel: Yes, that's right Lance.

Mr. Angle: So, if we don't accept this one, then that leaves just one, I guess.

Mr. Daniel: You're exactly right. I'm, wondering if there's some kind of miscommunication because they also have – each one of them has a Form 96 in here, but it's not filled out.

Mr. Angle: So, would it be okay to maybe not accept any of them and then recommunicate with all three of them to make sure that we advertised appropriately?

Mr. Daniel: That's a possibility; just to reject all bids and have it rebid, yes.

Mr. Kirchoff: Well, and review the specs. I mean, is there any chance the specs are ambiguous or something?

Mr. Angle: Well, Mel – I think that's kind of what I was thinking Bill, making sure our advertisement was correct and that we're asking for the right information, and just to make sure that all parties understand it.

Mr. Daniel: it really looks to me like, really there's a failure of communication here. I'm not blaming anybody, but just that they didn't understand exactly what they were supposed to submit or something, because it looks like with both – they've both included a Form 96 and neither one of them have any information on it, and no other financial information.

Mr. Bridget: In that case, I move that we reject all bids and repost.

Mr. Kirchoff: And make sure the bid advertisement is correct – I know that's not the right word but...

Mr. Klinger: We need to make sure the directions are clear.

Mr. Kirchoff: Yes

Mr. Daniel: Right

Mr. Kirchoff: I would so move

Mr. Brandgard: We have a motion and a second to reject all three bids and have the tree removal project rebid, and to make sure that all of the directions are correct that we send out with the bid request. If there's no further discussion, all those in favor signify by aye.

(All ayes)

Mr. Brandgard: Opposed? Motion carried, thank you.

Mr. Daniel: The final bid is from D & S Tree Service in Mooresville, Indiana, and it remains unopened at this time.

Mr. Brandgard: Okay

Mr. Kirchoff: So, Mel, what is the process here? Do we simply return them to the bidding companies?

Mr. Daniel: Yes, we return the bids to the companies, yes.

Mr. Kirchoff: Okay

Mr. Daniel: And indicate that it's going to be rebid, yes.

Mr. Kirchoff: Okay, and reassure them...

Mr. Daniel: What the requirements are, right.

Mr. Klinger: Right

Mr. Klinger: Yeah, my understanding is that Butler, Fairman & Seufert was working with Jason on this and did the bid document preparations. So, we will get with them and clarify, and go through the process again.

Mr. Brandgard: Okay, thank you. We need to assure all three bidders that nobody has seen the bids...

Mr. Daniel: Right

Mr. Brandgard: Other than... yeah

Mr. Daniel: And that no bid amounts were disclosed.

Mr. Brandgard: Right.

TOWN MANAGER'S REPORT

Mr. Brandgard: Okay, thank you. – Town Manager's report.

Mr. Klinger: All right, I do have a few items this evening. First, just a quick COVID update. From a staffing perspective, things are going much better these days. Also, just statewide and within the county, if you're monitoring, numbers are going in the right direction. The county dropped back down to orange status, and are continuing to move in the right direction, so we'll continue to monitor that. I am happy to report that Steve Dyson, in coordination with Bob Duchene, was able to – you know, they continually look for ways to get reimbursement for expenses related to COVID, and they were able to get another \$95,937.00 from the Safety Awareness Coronavirus Relief Fund through the state. And so, we're expecting to receive those funds in the next week or so. It's actually a little bit less than what we were hoping for, but the parameters of that particular program kind of limited the timeframe for which we could apply for certain expenses, but Steve and Bob are continuing to look for potentially eligible expenses that we could try to maximize that amount. But for now, we are receiving \$95,000.00, so that's good. I do have a certification form the Plan Commission that I want to present to you.

In my capacity as the Secretary of the Plainfield Plan Commission I hereby certify that the Plainfield Plan Commission held a public hearing on Monday, February 1, 2021 on petition TA-21-009, to amend Chapter 154, Article 4.1 Accessory Uses, Article 10.3 Administration, and Article 13.2 Definitions of the Town of Plainfield Indiana Code of Ordinances. The Plainfield Plan Commission voted 7-0 to make a favorable recommendation to the Town Council on these amendments.

And the details were provided in the box there. I would appreciate your approval of that certification, and then you have an ordinance on the agenda later on, to consider that ordinance change.

Mr. Angle: I make a motion to approve the certification.

Mr. Bridget: Second

Mr. Brandgard: We have a motion and a second to approve certification from the Plan Commission regarding the Plainfield Zoning Ordinance changes. If there's no further discussion, all those in favor signify by aye.

(All ayes)

Mr. Brandgard: Opposed? Motion carried, thank you.

Mr. Klinger: Thank you. I do have one last thing, I'd actually like to defer to Chief Brent Anderson who is on the call here this evening, to give you a quick update on the hiring process for the Fire Department.

Mr. Anderson: Thanks Andrew. As you guys will see in my report, we had pretty good success with our latest applicant process. I think we have an opportunity here to take advantage of some great applicants that we have, and I'm requesting that we – currently we are going to have eight, potentially nine openings, based on retirement. And we have some upcoming retirements coming next year, so I think we have a chance here to get ahead of the game and potentially hire up to eleven or twelve of these guys now. That will put us above our 80 approved number, but we won't backfill those positions until we drop below that number again. So, we'll just be heavy in the interim until (inaudible), we won't fill those spots – I think Steve Dyson's looked at the numbers and he's supportive of that. Like I said, we have a real opportunity here to capitalized on paramedics, which is our biggest need. That's pretty much the details, but if you have any questions, I'd be happy to answer.

Mr. Bridget: Brent, do you have funds for the headcount?

Mr. Anderson: Do we have the funds currently?

Mr. Bridget: Yes

Mr. Anderson: Yeah, I think based on the open positions that we have right now, because we're almost eight people short, or we will be by the end of the month – it will take a little while to get these guys hired and on shift and fully up to salary, I think we'll be all right. It could be tight up to the end of the year depending on how long we carry the extra people for.

Mr. Kirchoff: Well, Brent, I...

Mr. Klinger: We also have a couple of retirements that are coming up, so we'll get back down to that normal number pretty quickly, I think.

Mr. Anderson: Yes, that is the plan.

Mr. Kirchoff: Brent, I told staff this morning, I thought you did a very good job on your report and your justification, and I certainly support what you're wanting to do. So, good job.

Mr. Anderson: Thank you

Mr. McPhail: I agree Bill, and I think his report indicated that they still have to be approved through a couple of Boards before we can bring them on board, so... they're not going to be there tomorrow, are they Brent?

Mr. Anderson: No, unfortunately they're not. I wish they were but – there's light at the end of the tunnel. We're in a better spot than we were three weeks ago.

Mr. McPhail: Yep

Mr. Kirchoff: Do you need a motion?

Mr. Brandgard: I do

Mr. Kirchoff: I would so move that we approve the request and recommendation from the Chief, to hire up to twelve paramedics, as per his report.

Mr. McPhail: Second

Mr. Angle: I'll second

Mr. Brandgard: We have a motion and a second to approve the Fire Chief's report and request to hire up to twelve paramedics, per his report. If there's no further discussion, all those in favor signify by aye.

(All ayes)

Mr. Brandgard: Opposed? Motion carried, thank you.

Mr. Anderson: Andrew, additionally, do we need to take any action on those additional position titles, for Civilian Paramedic and Part-Time Paramedic?

Mr. Klinger: No, I don't believe we need to at this time. I think that was already taken care of a couple of weeks, or a few weeks ago, whenever that was.

Mr. Anderson: Okay, I just wanted to make sure since it was in my report.

Mr. Klinger: We'll double check and if we need to bring something back to the Council, we will.

Mr. Anderson: Okay, thank you.

Mr. Klinger: I will reiterate...

Mr. Brandgard: (inaudible) after the fact, the Chief has worked hard to put this justification together, and he worked with staff to make sure it would work, so again, he is stepping up to the problems and working them.

Mr. Bridget: Well done.

Mr. Klinger: With that thought, Chief is doing a great job trying to address these issues, and I think we might have mentioned to you before, there's a number of different potential solutions that we're looking at to make sure that we continue to have a stream of paramedics, qualified paramedics, that we can kind of pull from as we have openings, and you know, we're going to continue to work on those different programs and projects to make sure that we do have some pipelines, different pipelines, coming into our program making sure that we have folks who are qualified and able to be hired when we need them. But very please with how this hiring process is going right now. That's all I really have for you this evening unless you have any questions for me.

(brief pause)

Mr. Brandgard: If there are no questions, we'll go to old business.

OLD BUSINESS

Mr. Brandgard: Kent?

Mr. McPhail: Nothing; nothing this evening.

Mr. Brandgard: Okay, thank you. Lance?

Mr. Angle: Yeah Mr. President, thank you. I just want to bring up a fun thing that the Parks and Recreation Department is doing, it's called "Penny in the Parks". So, Penny Thomas, since the beginning of the year, has been doing these Facebook "podcasts", I guess for lack of a better term, and I just wanted to bring it up at our meeting today. I feel like she's doing a phenomenal job presenting our parks in a unique light; talking about the history and the amenities that it provides, to the public. So, if you haven't seen it yet, I highly recommend that you check it out. It's on the Plainfield Parks and Recreation Facebook page and it's called "Penny in the Parks". She's done two or three of them so far, and I just wanted to bring it up because she's done a great job. I really enjoyed it and I wanted to give her kudos.

Mr. Brandgard: Good, thank you Lance, and they are very well done. Lance, anything else?

Mr. Angle: That was it, thank you.

Mr. Brandgard: Thank you, and again, thank you for bringing that up. Dan, any old business?

Mr. Bridget: None this evening.

Mr. Brandgard: Bill?

Mr. Kirchoff: I have no old business tonight.

Mr. Brandgard: Okay, thank you

NEW BUSINESS

Mr. Brandgard: New business, Kent?

Mr. McPhail: Mr. President, I just have one item. I think that you're all aware, from Stephanie's hard work, that I was able to get the COVID vaccination at Hendricks Regional Health, at the fairgrounds. I just want to recognize them for the extremely well-organized system they have there, and all the volunteers that volunteered to help them; it was a really seamless process. You know, we hear so much in the news about how the vaccination program around the country is not going well, but it's certainly going well in Hendricks County, and I just want to recognize Hendricks Regional Health for all the work they've done to organize that.

Mr. Brandgard: Thank you Kent. I'm waiting on my chance to go partake in the vaccine, and you're right; in fact, I had a procedure done today where I had to get a COVID check, and I went over there and that was really seamless. It was a lot easier than I thought it would be, so they're doing a good job.

Mr. McPhail: Yeah – that's all I have.

Mr. Brandgard: Thank you. Lance?

Mr. Angle: So, I'd like to take just a moment and recognize Stephanie Singh, our Director of Marketing and Communications for the Town of Plainfield. She is a finalist for the United Way of Central Indiana Diversion Equity and Inclusion Advocate of the year. And as a finalist for that award, I wanted to just take a moment and recognize all of her hard work for continuing the efforts as it relates to inclusion and diversity and equity within our town. We'll know the results at the end of the month, so good luck Stephanie.

Mr. Brandgard: Yes

Mr. Angle: That was it for me, thank you.

Mr. Brandgard: Thank you. Dan, any new business?

Mr. Bridget: No new business.

Mr. Brandgard: Bill?

Mr. Kirchoff: Yeah, I just thought I'd share with the rest of the Council – some of you may be aware of it – but, you remember last, I think it was last fall, when we gathered at the police station and Jamie Gilbert Jr. came and prayed for the police department, and he brought his dad who is one of Plainfield's old timers that has blessed our community for years. I don't know how many of you realize, but he passed away a few days ago. I just thought if you weren't aware of it, you'd want to know about Jamie. He was one of a kind and he really blessed our community, so I just thought I would share that with you all.

Mr. Kirchoff – yes

Mr. McPhail – yes

Mr. Brandgard – yes

Plainfield Town Council Resolution No. 2021-17 is adopted and approved.

Mr. Brandgard: Thank you. We also have Resolution No. 2021-18 – A Resolution to Dispose of Surplus Property – Plainfield Fire Territory.

Mr. Bridget: Move to approve

Mr. Kirchoff: Second

Mr. Brandgard: We have a motion and a second to approve Resolution No. 2021-18. If there's no further discussion, roll call vote please.

Mr. Todisco: Mr. Bridget – yes

Mr. Angle – yes

Mr. Kirchoff – yes

Mr. McPhail – yes

Mr. Brandgard – yes

Plainfield Town Council Resolution No. 2021-18 is adopted and approved.

Mr. Brandgard: Thank you. We also have Resolution No. 2021-19 – A Resolution of the Plainfield Town Council to Execute a Membership Agreement in the Indiana Public Employers' Plan, Inc.

(brief pause)

Mr. Brandgard: Entertain a motion to approve.

Mr. McPhail: I would so move.

Mr. Kirchoff: Second

Mr. Brandgard: We have a motion and a second to approve Resolution No. 2021-19. If there's no further discussion, roll call vote please.

Mr. Todisco: Mr. Bridget – yes

Mr. Angle – yes

Mr. Kirchoff – yes

Mr. McPhail – yes

Mr. Brandgard – yes

Plainfield Town Council Resolution No. 2021-19 is adopted and approved.

Mr. Brandgard: Thank you

ORDINANCES

Mr. Brandgard: We also have one ordinance. The First Reading of Ordinance No. 03-2021 – An Ordinance to Amend the Plainfield Zoning Ordinance of the Town of Plainfield, Indiana, and Fixing a Time When the Same Shall Take Effect (Administration-Board of Zoning Appeals, Accessory Uses, and Definitions).

Mr. Kirchoff: So moved

Mr. Angle: Second

Mr. Brandgard: We have a motion and a second to approve the First Reading of Ordinance No. 03-2021. If there's no further discussion, roll call vote please.

- Mr. Todisco: Mr. Bridget – yes
- Mr. Angle – yes
- Mr. Kirchoff – yes
- Mr. McPhail – yes
- Mr. Brandgard – yes

First Reading of Plainfield Town Council 03-2021 is approved.

Mr. Brandgard: Thank you

COUNCIL COMMENTS

Mr. Brandgard: Do we have anything else that needs to come before the Council?

Mr. Angle: Mr. President, what's the plan on moving back to in person meetings? Are we quite there yet?

Mr. Brandgard: Well Andrew, I would like to say that we are there, but...

Mr. Klinger: Yeah, I mean, I think we entered the month of February expecting just to continue as we are. I think as we watch the numbers and potentially move to yellow status, I think in March we'll have to look at how we want to proceed from there, forward. Do we want to do any kind of like hybrid mode, or go back to in person? So, I think there's a – what we have said to most of the staff is that we're going to continue doing what we're doing through February, but there's going to be decisions that need to be made here, as we get closer to March, of how we want to move forward in the spring. So, I don't have an answer, but it's something we're thinking about.

Mr. Brandgard: I think for me, the sooner the better, but I know a lot of virtual meetings are not converting back to in person meetings.

Mr. Angle: Well, I think previously, it might have been more of a “technical” issue, more than it was a pandemic issue, and I'm just curious if we could remedy the technical issue, we could also make some arrangements for the “pandemic” as well, to be able to meet in person. I think that there's just much more conveyance and you get a lot more accomplished when you can communicate in person.

Mr. Klinger: Yeah, from a technical perspective it's the hybrid meetings where you have some people in physical attendance, and others virtual...

Mr. Angle: Yeah

Mr. Klinger: That poses the most challenges for us, from a technical aspect, and that's where we kind of made that push to take it completely virtual, because it's just easier to be totally virtual than it is to be in a hybrid mode. So, I'll check with our IT folks and see if we have any solutions to those problems, to where we could go back to a hybrid mode, or how we want to proceed.

Mr. Bridget: Well, I know that it's less than an ideal situation, but I'd like to give Melanie credit, Melanie Noble credit, for organizing these and kind of keeping everything on track; I think she's done a really good job through this.

Mr. Klinger: She's listening, so she hears you. I agree.

Mr. Angle: Sounds good, I just definitely want to make sure that we do the right thing for everybody's safety, but I just thought I'd bring it up so we can keep it in the top of our minds.

Mr. McPhail: Thank you Lance, I'm ready to be back in face-to-face as soon as possible.

ADJOURN

Mr. Brandgard: With that, if there's nothing else I'd entertain a motion to sign the documents requiring signature and adjourn.

Mr. Angle: So moved, have a good night.

Mr. Bridget: Second

Mr. Brandgard: All those in favor? Yes, we are adjourned.

DocuSigned by:

0995BF6F9B57437...

Robin G. Brandgard, President

DocuSigned by:

5C89C0DDFB63426...

Mark J. Todisco, Clerk-Treasurer