

BOARD OF WORKS & PUBLIC SAFETY
FEBRUARY 1, 2021 — 5:15 PM
MEETING CONDUCTED BY ZOOM

Mayor Anita Werling opened the meeting at 5:18 p.m.

Roll Call by Leanne Aldrich: Anita Werling, and Kamron Yates were present; Dick Bradshaw had difficulty connecting and joined mid-way through the meeting.

Minutes for the January 19, 2021 meeting were presented for approval. Kamron Yates moved to approve. Second by Anita Werling. Motion carried. (Ayes: Yates, Werling; Nays: none)

Claims totaling \$349,662.88 were presented for approval. Kamron Yates moved to approve claims. Second by Anita Werling. Kamron Yates asked about phone bills for two former employees. Leanne Aldrich explained these were phones that transferred to the Prosecutor's Office and that the City billed for reimbursement. Direct billing is being set up so these phones should go away in the future. Kamron Yates questioned why there were still so many Frontier charges. Mayor Werling explained that most of the lines would go away once Visual Edge IT can install the new phone system. They have applied to Frontier to port the numbers; this process takes a few weeks. Once on the new VoIP system, there will still be phones at the Airport, Wastewater plant, and the Community Center—none of which are reached by the City's fiber connection. Motion carried. (Ayes: Yates, Werling; Nays: none)

New Business.

An engagement letter from Baker Tilly to complete a Utility Rate Analysis for Water and Sewerage were presented. Mayor Werling explained that sewer rates were last increased in 2013. And, while water rates were recently increased, it is important to plan for future expansion that may be required with potential industrial and residential development to the south of Delphi and lack of utility access in West Delphi. The cost of the study would be billed at \$8,500 for Water and \$8,500 for Wastewater departments. Kamron Yates moved to approve the engagement letter. Second by Anita Werling. Motion carried. (Ayes: Yates, Werling; Nays: none)

A second engagement letter from Baker Tilly was presented to prepare a five-year financial plan for the City to review cash flows in all fund accounts, prepare projections and reports with different scenarios as a planning document for the future. It will also take a look at a Capital Improvement Plan for the City. The last financial plan was completed in 2013, just as the City of Delphi was embarking on Stellar Communities projects. Both the financial plan and utility rate analysis are expected to be completed by May 31, 2021, well in time for the 2022 budget cycle. The cost of the five-year financial plan is not to exceed \$18,000 divided equally among Water, Wastewater, and General with Rainy Day funding the latter. Kamron Yates moved to approve the engagement letter. Second by Dick Bradshaw. Kamron Yates asked if the financial plan would look at overall future projects, such as Community Crossings. Mayor Werling indicated that it would. Motion carried. (Ayes: Bradshaw, Yates, Werling; Nays: none)

Board Comments.

Mayor Werling indicated that there would be a bid opening for the CDBG Drinking Water Project (Brewer Street, etc.) on Friday, February 12 at 9:00 a.m. A previous request asked the Board of Works to be in attendance, however that is not required since the bids will be taken under advisement and

presented to the Board of Works at the February 16, 2021 meeting. Mayor Werling asked for a special meeting on Monday, February 8, 2021 at 5:15 p.m. to review the claims for the second round of the Small Business Resilience Grant program. Kamron Yates and Dick Bradshaw agreed.

Dick Bradshaw commented on his technological issues. Kamron Yates commented on the good job the City had done of cleaning streets after the snow storm; Bradshaw concurred.

Public Comments.

The Comet asked if the Baker Tilly reports would have public access. Mayor Werling indicated they would.

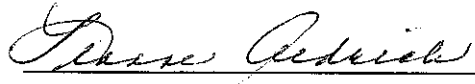
Gayle Conner asked if the Baker Tilly projects were contracts. Mayor Werling indicated they were letters of engagement for specific purpose.

Dick Bradshaw made the motion to adjourn. Second by Kamron Yates. Motion carried without objection.

Meeting adjourned at 5:41 p.m.



Mayor Anita Werling



Leanne Aldrich, Attest