

February 4, 2020

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday February 4, 2020 at 9am.

Present: Mayor Dermody, Jessica Romine and Mark Kosior

Absent: None

Pledge of Allegiance

Board Member Kosior led the Pledge of Allegiance

Approval of Minutes

As each Member received an advance copy of the minutes from the January 28, 2020 meeting, Mayor Dermody noted they would dispense with the reading of the same and asked if there were any additions or corrections.

Motion/Vote – Approve Minutes

Mr. Kosior moved to approve the minutes as presented; motion seconded by Ms. Romine and unanimously carried.

Public Comment

Larry Pinkerton of 1612 L Street stated he is concerned about the overpass and is all for the beautification of our Community. He stated we received a grant in December 2018 and July 2019 we passed the closing of the railroad at Pulaski and Detroit. He is looking for information from Norfolk Southern on the closing of Detroit which is a vital street in the City. He hopes the grant doesn't already state that they are definitely closing that crossing.

Clerk- Treasurer

Claims Approval

Courtney Parthun, Clerk-Treasurer, presented Civil City Claims in the amount of \$975,714.26. She noted these included the January and February Health Insurance.

Motion/Vote – Approve Civil City Claims

Ms. Romine moved to approve Civil City Claims in the amount of \$975,714.26; motion seconded by Mr. Kosior and unanimously carried.

The Clerk-Treasurer presented Water Claims in the amount of \$56,625.52. She noted these included a January SRF transfer along with the January and February Health Insurance.

Motion/Vote – Approve Water Claims

Mr. Kosior moved to approve Water Claims in the amount of \$56,625.52; motion seconded by Ms. Romine and unanimously carried.

The Clerk-Treasurer presented Sewage Claims in the amount of \$137,882.26. She noted these included a January transfer for bond payments along with the January and February Health Insurance.

Motion/Vote – Approve Sewage Claims

Ms. Romine moved to approve Sewage Claims in the amount of \$137,882.26; motion seconded by Mr. Kosior and unanimously carried.

Vehicle List/Credit Card List 2020

The Clerk-Treasurer stated that on an annual basis, the Clerk-Treasurer presented to the Board a vehicle and credit card inventory list for review and acceptance.

Motion/Vote – Approve Vehicle List/Credit Card List 2020

Mr. Kosior moved to approve Vehicle List/ Credit Card List 2020 as presented; motion seconded by Ms. Romine and unanimously carried.

Department Reports

Police: Chief Paul Brettin stated they are working on getting bullet proof glass for the lobby and free up to have the lobby open to the public. Also the application for Police Officer was made available on social media and received six applicants and they are switching the testing day to Saturdays. Also they are working on when they hire someone from another Police Department to compensate for their experience.

Fire: Chief Andy Snyder noted that the Firefighters elected Miles Fettinger to the Fire Merit Commission.

Street: Street Director Mike Frazee stated they are working on the dead tree list.

City Attorney: Nick Otis came to the Board with a correction to the definition of dark fiber within the contract with Surf Air.

Clerk-Treasurer: Courtney Parthun stated all of the January 31st deadlines have been met including the following: annual reports to PERF for Police and Fire Pensions, W-2's, 1099 R's, 1099 M's, 1095 C's, 100 R's and the 4th Quarter Transit Report. Ms. Parthun noted that Violations is back at City Hall under the Clerk-Treasurer's supervision. The office is working on State Board of Accounts Annual Report which is due at the end of February along with the Fund/Appropriation Report showing actual vs. planned financials for our Board Members.

Sewage: Director of Wastewater Jerry Jackson stated he is still receiving calls regarding the lake level. They are running the siphon at maximum flow. The level is still around 798.5 which is 6 inches above the normal control rate. It's coming down slowly because there is so much ground water.

Water: Director of Water Todd Taylor stated they have been using their electronic devices to detect any leaks. He also stated he follows climate science and he was able to give a presentation on climate change in the Midwest at their State Conference.

City Engineer: City Engineer Nick Minich stated their 2020 Street Paving Project is advertised and bids will be opened Tuesday February 11th and awarded at the February 18th meeting. He also noted they are getting really close to a proposal recommendation for the Stormwater Master Plan.

Mayor Dermody stated that the Clerk-Treasurer and himself met with Baker Tilly last week to get an overall plan of where the finance is going and where do we generate it from so that we as a group can start planning priorities.

City Planner: City Planner Beth Shrader wanted to remind everyone about the Stone Lake Shore Line Enhancement meeting on February 4th at 6pm at Cummings Lodge. They will be discussing changes to the road, addition of multi-use trail and enhancements to the shoreline of Stone Lake. They will gather input from the public, especially from people who live in the area. MS. Shrader also noted she will be meeting with IDEM on February 5th at the Landfill.

Human Resource: Human Resource Director Jen Noll added to Chief Brettin's statement about the application for Police Officers. To apply for an Officer position there is an age requirement to be between the ages of 21 and 35 years of age. The position has been posted on INDEED and packets can be picked up in person at City Hall or the Police Department. Ms. Noll also noted there are still several Park seasonal positions available. Ms. Noll updated the Board on the personnel file project stating all departments have turned in their shadow files and after she reviews the files they will be destroyed.

Park: Park Director Mark Schreiber stated the Youth Sports registration is still going on until March 6th and there are need based scholarships available also for those that are in need of financial help.

Code: Code Director Jeff Batchelor reported that they had a little over 450 violations in January and they are looking at the exotic animal ordinance with a possible update coming. Out of the 450 violations about 50 citations were written. This isn't to generate income, this is to clean up our Community.

New Business

Request for Use: Sunflower Fair and Kiwanis 5K Run

Angela Rose, Downtown Coordinator, requested the use of Michigan, Jefferson and Maple for the Sunflower Fair to take place on September 19th from 8am to 4pm. They are adding an evening event to the Fair that will start at 6pm and they will have bands and a beer garden. In conjunction with the Sunflower Fair the Kiwanis will have a 5K run the morning of the Sunflower Fair that starts on Michigan Avenue and goes to Beechwood Golf Course and back again. Ms. Rose asked permission to hold both these events as presented

Motion/Vote – Approve Request for Use: Sunflower Fair and Kiwanis 5K Run

Mr. Kosior moved to approve the Request for Use for the Sunflower Fair and Kiwanis 5K Run as presented; motion seconded by Ms. Romine and unanimously carried.

Ms. Rose stated she applied for a grant last year through Indiana Mainstream OCRA called Inspire Grant. It was based on a Community Clean-Up for Downtown. She went to the mainstream conference in South Bend and gave a quick pitch on why they should choose our grant. On February 6th, OCRA has invited the

Team to receive an award at the State House to recognize the work that we have been doing for our Community.

Ms. Rose also asked if the Street Sweeper could be run the day before the Sunflower Fair event. Mayor Dermody asked her to coordinate with Nike Frazee at the Street Department to get that on the schedule to be done.

IRU Exchange Agreement Amendment

Nick Otis, City Attorney, brought back the IRU Exchange Agreement because they amended it to include the definition of dark fiber on page 1 exhibit 1.

Motion/Vote – Approve IRU Exchange Agreement Amendment

Ms. Romine moved to approve the Amendment to the IRU Exchange Agreement as presented; motion seconded by Mr. Kosior and unanimously carried.

Change Order #2 CDBG Electrical Repair: 406 Allen Street and 807 Clement

Mary Ann Richards, Community Development Program Manager, presented Change Order #2 for CDBG Electrical Repair for 406 Allen Street and 807 Clement. They have to install a new electrical line at 406 Allen Street. They had to raise the hood fan above the stove because it didn't meet building code and in doing that they had to change the feeder line for the hood in the amount of \$120.00. When we had the building inspector out at 807 Clement he noticed that not all of the outlets in the kitchen are tied into the same GFI circuit. So they have to replace the kitchen outlets in the amount of \$440.00. There is money available in the CDBG fund.

Motion/Vote – Approve Change Order #2 CDBG Electrical Repair: 406 Allen/807 Clement

Mr. Kosior moved to approve Change Order #2 for the CDBG Electrical Repairs at 406 Allen St and 807 Clement in the amount of \$560.00 as presented; motion seconded by Ms. Romine and unanimously carried.

Head Creek Lease

Jerry Jackson, Director of Wastewater, stated they operate a 135 acre farm land adjacent to the plant on Boyd Blvd. They lease it out every three years. They currently lease it to Adam Kramer. There are 109 acres in the lease for \$26 an acre. We have been through a very wet period and about 12 acres are not farmable. The farmer has paid for that acreage even though they can't farm it which does not seem fair. Mr. Jackson is asking the Board to remove 12 acres from the current lease for 2020 and they will rebid this out in the fall of 2020.

Motion/Vote – Approve Head Creek Lease

Ms. Romine moved to approve the Head Creek Lease as presented; motion seconded by Mr. Kosior and unanimously carried.

Request to Accept a Retirement Letter/Permission to Hire

Police Chief Paul Brettin presented the Board with a retirement letter from Sergeant Patrick Sightes effective February 15th. Chief Brettin asked the Board to accept the retirement letter and allow to fill the position.

Motion/Vote – Accept Retirement Letter/Permission to Hire

Mr. Kosior moved to accept the retirement letter from Sergeant Patrick Sightes and instruct the Police Merit Commission to begin the necessary procedures to fill any and all vacancies in rank and positions created by the retirement; motion seconded by Ms. Romine and unanimously carried.

Request to Accept Resignation Letter/Permission to Hire

Fire Chief Andy Snyder presented the Board with a resignation from firefighter Frank Severa effective February 11th authorize Merit Commission to fill the vacancy.

Motion/Vote – Accept Resignation Letter/Permission to Hire

Ms. Romine moved to accept the resignation letter from firefighter Frank Severa and instruct the Fire Merit Commission to begin the necessary procedures to fill the vacancy created by the resignation; motion seconded by Mr. Kosior and unanimously carried.

Change Order for Water Main Project on Monroe Street

Todd Taylor, Water Director, stated they received quotes in October 2019 to extend the water main on Monroe Street to Sterno Products. The quote that was accepted was from TGB Unlimited in the amount of \$58,650. In the course of that project they did run into some issues that made some cost increases. They have proposed a Change Order in the amount of \$3,320. The work was completed in December of 2019 and he asks for the Boards approval.

Motion/Vote – Approve Change Order for Water Main Project on Monroe Street

Mr. Kosior made a motion to approve the Change Order in the amount of \$3,320 for the Water Main Project on Monroe Street; motion seconded by Ms. Romine and Mayor Dermody abstained.

Lady Rose Sale

Beth Shrader, City Planner, received two bids that are both lower than the minimum bid amount. They advertised according to State Law which allows us to accept a bid that is lower than the minimum bid. Ms. Shrader recommends the Board accept the bid from Hudson Rentals LLC. Hudson Rentals will demolish Lady Rose within 90 days of closing and they intend to demolish the adjacent building as well.

Motion/Vote – Accept Bid for Lady Rose Property

Ms. Romine moved to accept the bid from Hudson Rentals LLC to purchase the Lady Rose Property; motion seconded by Mr. Kosior and unanimously carried.

Authorize to Execute Sale: Lady Rose Property

Ms. Shrader asked the Board to authorize the Mayor to execute the sale of the Lady Rose Property.

Motion/Vote – Authorize to Execute Sale: Lady Rose Property

Ms. Romine moved to authorize the Mayor to execute the sale of the Lady Rose Property; motion seconded by Mr. Kosior and unanimously carried.

INDOT-LPA Contract for Des. No. 1902002 Park Street

Nick Minich, City Engineer, stated at the last meeting he requested proposals for the Park Street Project which is a Federally Funded Project. We had their quarterly tracking meeting on January 30th and asked INDOT to put together the INDOT LPA Contract. We do not have the contract yet but is asking approval pending legal and engineering review. The sooner we can get this signed and get it in process would be beneficial because we do not know how long signatures down State will take and we want to make sure the money is available for us in the current State fiscal year. Discussion was held regarding what would happen to the Federal Funds if Project was not approved.

Motion/Vote – Approve INDOT-LPA Contract for Des. No. 1902002 Park Street

Ms. Romine made a motion to approve the INDOT LPA Contract for Des. No. 1902002 Park Street pending legal and engineering review; motion seconded by Mr. Kosior and unanimously carried.

Unfinished Business

None

Announcements

February 17, 2020 is a Holiday so the next Board of Works meeting will be held on February 19, 2020.

Adjourn

There being no further business, Mr. Kosior moved to adjourn; motion seconded by Ms. Romine and unanimously carried.

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: February 19, 2020