

January 17, 2024

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, January 17, 2024, at 9:00 A.M.

Present: Mark Kosior, Jessica Romine

Absent: Mayor Dermody

Jessica Romine led the Pledge of Allegiance

Approval of Minutes

Each member received an advance copy of the minutes. Mr. Kosior asked if there were any additions or corrections.

Motion/Vote – Approval of Minutes

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

Public Comment

None

Claims Approval

Clerk-Treasurer Parthun presented Payroll from January 5, 2024 in the amount of \$525,841.02.

Motion/Vote – Approval of January 5, 2024 Payroll

Ms. Romine made a motion to approve the January 5, 2024 Payroll as presented; motion seconded by Mr. Kosior and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$753,688.05.

Motion/Vote – Approval of Civil City Claims

Ms. Romine made a motion to approve the Civil City Claims as presented; motion seconded by Mr. Kosior and unanimously carried.

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$115,929.76.

Motion/Vote – Approval of Sewage Claims

Ms. Romine made a motion to approve the Sewage Claims as presented; motion seconded by Mr. Kosior and unanimously carried.

Clerk-Treasurer Parthun presented Water Claims in the amount of \$108,557.66.

Motion/Vote – Approval of Water Claims

Ms. Romine made a motion to approve Water Claims as presented; motion seconded by Mr. Kosior and unanimously carried.

Conflict of Interest Form(s)

Clerk-Treasurer Parthun presented five conflict of interest forms from: Jami Francis, Brett Slater, Lauren Huffman, Arno Pressler, and Mary Ann Richards. The conflict-of-interest forms are presented to and approved by the Board of Works, recorded with the county and then uploaded to the State of Indiana's Gateway website.

Motion/Vote – Approval of Conflict-of-Interest Form(s)

Ms. Romine made a motion to approve Conflict of Interest Form(s) as presented; motion seconded by Mr. Kosior and unanimously carried.

Department Head Reports:

No department head reports were given.

New Business:**Permission to Accept Letter of Resignation**

Chief Brettin presented Permission to Accept Letter of Resignation for Billy Degnegaard. Chief Brettin stated Assistant Chief Degnegaard has decided to retire and take a job in the private sector and his last day will be January 24, 2024. Ms. Romine expressed her shock on hearing this news and wished Assistant Chief Degnegaard luck in the future and thanked him for his years of service. In Addition, Mr. Kosior thanked Assistant Chief Degnegaard for his service as well. Chief Brettin stated the request is to accept the letter of resignation and permission for the merit commission to hire a replacement.

Motion/Vote – Approval of Accept Letter of Resignation

Ms. Romine made a motion to approve Accept Letter of Resignation as presented; motion seconded by Mr. Kosior and unanimously carried.

Chief Brettin announced a luncheon for Julie Smith, next Wednesday the 24th at noon, who is retiring after 34 years of service in the department. In addition, Chief Brettin reported they have completed the agility test for officer candidates and four out of five passed and are moving on to the background phase. Chief Brettin stated one of the candidates is a college student that is currently interning with the department, and he passed the agility test with flying colors. He is scheduled to graduate in May, and they hope to be able to bring him onto the department after his graduation.

Hauled Wastewater Permit Renewals

Wastewater Superintendent Jerry Jackson presented four hauled wastewater permit renewals from the following: Sunset Septic, FreeFlow Environmental, Gift Septic, and Huhnke Hale Porta Potty. Mr. Jackson stated they have all been good customers and remain in good standing and recommends approval.

Motion/Vote – Approval of Hauled Wastewater Permit Renewals

Ms. Romine made a motion to approve Hauled Wastewater Permit Renewals as presented; motion seconded by Mr. Kosior and unanimously carried.

Basement Backup Grant 1214 Illinois Ave

Wastewater Superintendent Jerry Jackson presented Basement Backup Grant at 1214 Illinois Ave. Mr. Jackson stated the residents at this home had some damage several months ago and are asking for reimbursement and are also simultaneously going through the grant process. A quote from H&G Plumbing has been received in the amount of \$3,475. Mr. Jackson stated this is in an area where the sewer is combined and there is the potential for backup in the future and recommends approval. Mr. Kosior questioned what the cost to the city is for this. The city pays the first \$1,000 and then 75 percent of the remaining cost.

Motion/Vote – Approval of Basement Backup Grant 1214 Illinois Ave

Ms. Romine made a motion to approve Basement Backup Grant 1214 Illinois Ave as presented; motion seconded by Mr. Kosior and unanimously carried.

Civic Improvements: Schneider Pay App #8

City Engineer Nick Minich presented Civic Improvements: Schneider Pay App #8 in the amount of \$170,202.38 and recommends approval.

Motion/Vote – Approval of Civic Improvements: Schneider Pay App #8

Ms. Romine made a motion to approve Civic Improvement: Schneider Pay App #8 as presented; motion seconded by Mr. Kosior and unanimously carried.

On-Call Professional Services Survey: Charles Hendricks and Associates PC

City Engineer Nick Minich presented On-Call Professional Services Survey: Charles Hendricks and Associates PC. Mr. Minich stated it is convenient to be able to call them and request a couple shot for elevation, or to identify a property line instead of always getting quotes for these services. Mr. Minich stated there are other departments that already utilize these types of service contracts and it helps streamline processes and improves the overall efficiency of the department. Mr. Kosior questioned if this is a group that we have worked with before. Mr. Minich stated we have not; in the past it has always been on a project-by-project basis and last year we had several instances where we needed these services so it will be nice to have them on-call. Mr. Kosior questioned what this contract would max out at financially. Mr. Minich stated these are monitored and they try not to go over \$10,000.

Motion/Vote – Approval of On-Call Professional Services Survey: Charles Hendricks and Associates PC

Ms. Romine made a motion to approve On-Call Professional Services: Charles Hendricks and Associates PC as presented; motion seconded by Mr. Kosior and unanimously carried.

On-Call Professional Services Survey & Design: Great Lakes Engineering

City Engineer Nick Minich presented On-Call Professional Services Survey & Design: Great Lakes Engineering. Mr. Minich stated this firm is already engaged in a couple of projects locally and it makes sense to utilize them on things adjacent to what the city needs as well.

Motion/Vote – Approval of On-Call Professional Services Survey & Design: Great Lakes Engineering

Ms. Romine made a motion to approve On-Call Professional Services Survey & Design: Great Lakes Engineering as presented; motion seconded by Mr. Kosior and unanimously carried.

Unfinished Business

Tabled: Proposal for Professional Engineering Services

Beechwood Lakes Property: Bid Opening

City Planner Craig Phillips presented Beechwood Lakes Property: Bid Opening. Mr. Phillips stated one bid was received. The affidavit of notification states this bid was advertised November 24, 2023 and December 1, 2023. One bid was received from CE Golf Design in the amount of \$1,000 due at the time of the closing of the property in addition to \$2.5 million worth of golf course improvements with closing happening within 120 days of being selected. Mr. Phillips stated this will be taken under advisement and reviewed and a recommendation will be brought back to the board.

Other Business:

Next regularly scheduled meeting: Tuesday February 6, 2024 at 9 A.M.

Adjourn

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

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: February 6, 2024