

BOARD OF PUBLIC WORKS AND SAFETY
COUNCIL CHAMBERS-CITY HALL
SEPTEMBER 8, 2020-8:30 A.M.

Roll call was answered by Mayor SuzAnne Handshoe and Chairman Jim Dazey and Board Member Don Gura.

Others present were: Scott Derby, Steve Garbacz- KPC, Mark Schultz, Jeremy McKinley, Lance Waters, Kristen Johnson, Katie Ritchie, Vinnie Crump, Ryan Alwine, and Cindy Marple.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the August 25, 2020 Board of Public Works and Safety meeting were presented for approval. Board Member Don Gura made a motion to approve the minutes with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Petitions or Comments

No petitions or comments were heard.

Mayor

Application for use of Public Facilities- Vintage Market

Experience the Heart of Kendallville's Event Coordinator, Kristen Johnson, is requesting the use of public facilities on Saturday, October 3rd, between 10:00 A.M. and 5:00 P.M. This is for the Vintage Market that will be located between Mitchell and Rush Street. Kristen Johnson stated that there are 12 craft and two food vendors so far. The Noble County Health Department has also approved this event. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes - 0 nays.

Application for use of Public Facilities- Fall Crawl 2020

Vinnie Crump is requesting the use of public facilities on Saturday, October 3rd between 8:00 A.M. and 6:00 P.M. This will be on the block off Ohio Street and Weston Avenue. This will be a Fall Craft Festival with 15 craft vendors and one food vendor so far. Vinnie said that masks will be required, temperatures from vendors will be taken, and all traffic will flow the same way. There will only be 100 tickets sold per hour and the Noble County Health Department has approved this event. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes - 0 nays.

Application for use of Public Facilities- Downtown Halloween

Experience the Heart of Kendallville's Event Coordinator, Kristen Johnson, requested the use of public facilities on October 31st from 10:00 A.M. to 11:00 A.M. This will be a family drive-by to pick up Halloween goody bags in front of City Hall with the parking lane marked off between Mitchell and Rush Streets. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Clerk-Treasurer

Request to Purchase Shredder

Clerk Treasurer, Katie Ritchie, submitted quotes for a new shredder for the City Building. Board Member Don Gura made a motion to table this request as the Board wants to get a quote for a shredding service instead of a possible shredder purchase. Mayor SuzAnne Handshoe made a second motion to approval. The motion passed 2 ayes - 0 nays.

Wage Adjustment- Brandy Roberts

Clerk Treasurer, Katie Ritchie, requested the third and final wage increase for Accounts Receivable Clerk, Brandy Roberts, effective as of September 11, 2020. Brandy has successfully completed her one year evaluation. This will take her to \$18. 77 /hour. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes - 0 nays.

Engineering

Purchase of Skid Steer Breaker Attachment

Don Gura made a motion to table the purchase of a skid steer breaker with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes~ 0 nays.

WWTP

Request to pay Wessler Engineering

Superintendent Mark Shultz requested authorization to pay invoice #35695 in the amount of \$7,548.75 to Wessler Engineering. The monies would be taken from account 606003631.000. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes- 0 nays.

Request to pay Wessler Engineering

Superintendent, Mark Schultz, requested authorization to pay invoice #35694 in the amount of \$6,800.92 to Wessler Engineering. The monies would be taken from account 606003631.00. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Motion to Adjourn

Board Member Don Gura made a motion to adjourn the meeting. Chairman Jim Dazey adjourned the meeting at 8:55 A.M.

Kathren R. Ritchie-Clerk Treasurer

Minutes approved by me this 22nd day of September, 2020.

W. SuzAnne Handshoe-Mayor