

BOARD OF PUBLIC WORKS AND SAFETY  
COUNCIL CHAMBERS-CITY HALL  
SEPTEMBER 22, 2020-8:30 A.M.

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

Others present were: Scott Derby, Jeremy McKinley, Angie Handshoe, Scott Mosley, Katie Ritchie, Matt Riehm, Nitin Timble- A&Z Engineering, Ryan Alwine and Cindy Marple.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the September 8, 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.

Clerk-Treasurer

Paper Shredder

Clerk Treasurer, Katie Ritchie, stated that the Clerk's Office will start using Confidential Shredding LLC for shredding services instead of purchasing a paper shredder. The money for this will be paid from the City Building Contractual account. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes -0 nays.

Engineering

Drake Road Reconstruction Project- Phase 1 / Design Invoice #19

Engineering Administrator Scott Derby requested authorization to pay invoice #20-2351 to A&Z Engineering in the amount of \$5,502.21 (local share \$1,100.44/ federal share \$4,401.77). Board Member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Drake Road Project Status Report

A&Z Engineering Senior Engineer, Nintin Timble, gave a brief explanation as to why the City needs an additional estimated \$64,387 for the Drake Road Project. Indot will pay the City \$226,312.00 when originally \$290,699.00 was needed. There are some contingencies and costs of \$45,433.00 in that amount of \$64,387.00 so this amount could fluctuate.

Shortfall of BOW Tree Contract Account

Engineering Administrator Scott Derby requested additional funding from the BOW contractual account in the amount of \$25,000.00 to help pay for the remaining \$16,560.02 for tree removal from the previous storm damage. Using \$25,000 will help ensure there is money allocated for any other potential storm damage that might happen through the end of this year. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes - 0 nays.

Fire

Fire Chief, Jeremy McKinley, presented the resignation of Firefighter, Christian Mayberry. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Fire Chief, Jeremy McKinley, requested permission to open the position of a full-time Firefighter for the City of Kendallville. The position will be posted for two weeks or until October 6th. Agility testing and a Board interview will then follow. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes - 0 nays.

Fire Chief, Jeremy McKinley, requested a wage increase of \$500/year for Fire Fighter Brett Terry. Brett has successfully completed his third six month evaluation. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes - 0 nays.

### Water

#### Request to Waive Fees

Julie Reynolds, Resident at 413 E. North Street, requested \$80.00 of service charges be waived for shutting her water off and on for repair. There was one charge in July of \$30.00 for water off and on in the same day and one in August for \$50.00 for shutting water off after hours for an emergency repair. Julie was already not charged the \$30.00 fee to turn the water back on and was given free water (bypassed from neighbor's line) from August 11<sup>th</sup> - August 14<sup>th</sup> so she didn't have to go without water all weekend. Board Member Don Gura made a motion to allow the resident to make monthly payments of \$10.00 extra on the water bill to pay for the service charges with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes- 0 nays.

The August Revenue/ Expense Report was presented for review.

#### Motion to Adjourn

Board Member Don Gura made a motion to adjourn the meeting. Mayor SuzAnne Handshoe adjourned the meeting at 8:58 A.M.

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Kathren R. Ritchie-Clerk Treasurer

Minutes approved by me this 13<sup>th</sup> day of October, 2020.

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W. SuzAnne Handshoe-Mayor