

BOARD OF PUBLIC WORKS AND SAFETY
<https://attendee.gotowebinar.com/register/1258381574087030800>
DECEMBER 22, 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: Katie Ritchie, Scott Derby, Ryan Alwine, Lance Waters, Jim Pankop, Mark Schultz, Scott Mosley, Jeremy McKinley, Steve Garbacz- KPC, Cindy Marple, and Debbie Christian.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the December 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

Ferrell Smith of 313 E Mitchell Street approached the Board and explained to them that he has very little to no trash and would like to opt out of the city wide trash service that is set to take place on January 1, 2021. Mr. Smith said that he burns what paper trash he has or takes it to his daughter's residence. Board Member Don Gura thanked him for approaching the Board and told him that his petition would be taken into consideration.

Clerk-Treasurer

Request to pay AIM dues

Clerk Treasurer Katie Ritchie requested authorization to pay AIM in the amount of \$5,200.00 for the 2021 AIM dues. The monies for this will come from the BOW 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.

2020 Encumbrances

Clerk Treasurer Katie Ritchie requested authorization to forward the 2020 encumbrances totaling \$1,116,785.36 to the 2021 budget. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Cemetery

Superintendent Ryan Alwine requested to purchase a 2021 Grasshopper 725D mulch kit mower from VanGorder Sales with a trade of a 2019 mower for a total of \$3,352.00. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Engineering

Awarding of 12/2020 Miscellaneous Traffic Control Signs

Engineering Administrator Scott Derby presented the awarding of 12/2020 miscellaneous traffic control signs to Stello Products, Inc. in the amount of \$3,221.55. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Drake Road Reconstruction Project- Phase 1- Design Invoice #22

Engineering Administrator Scott Derby requested authorization to pay invoice 20-2512 to A&Z Engineering in the amount of \$10,431.34 (\$8,345.07 Federal & \$2,086.27 Local Share). Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Drake Road Reconstruction Project- Railroad Design Agreement

Engineering Administrator Scott Derby presented the Drake Road Reconstruction Project/ Railroad Design Agreement. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Drake Road Reconstruction Project- Railroad Construction Agreement

Engineering Administrator Scott Derby presented the Drake Road Reconstruction/ Railroad Construction Agreement. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Engineering Administrator Scott Derby mentioned that he spoke with the owner of the company installing the Main Street light poles and he and all his employees have COVID-19 and are not able to work at the current time. The owner is going to send the City a schedule by 12/24/2020.

Fire

Promotion/ Pay Increase of Employee

Fire Chief Jeremy McKinley requested authorization to give Fire Fighter Trent McGregor a promotion to Lieutenant that would also include a pay increase of \$342.17/year making his salary \$51,052.24 as of January 1, 2021. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Promotion of Employee- Eric Kennedy

Fire Chief Jeremy McKinley requested authorization to promote Eric Kennedy to Lieutenant. Eric will be responsible for C shift. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Police

Request Authorization to purchase 3 Getac in Car Recording Systems

Chief of Police Lance Waters requested the authorization to purchase three Getac in car recording systems from Insight in the amount of \$22,195.87. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Request for authorization to purchase Dragon Law Enforcement Dictation System

Chief of Police Lance Waters requested authorization to purchase a Dragon Law Enforcement Dictation System from Insight in the amount of \$18,485.61. This will come with annual fee of \$1,200.00 starting in 2021. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Street

Request to pay W.A. Jones

Superintendent Ryan Alwine requested authorization to purchase a plow, dump body, salt spreader, and lighting from W.A. Jones in the amount of \$49,426.00. This will go on the 2021 F600 truck. 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 Contract Pavement Solutions

Superintendent Ryan Alwine requested authorization to contract Pavement Solutions for up to \$100,000 to crack fill and slurry city streets. This is using contract pricing with Noble County Highway Department which we have used in the past. 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 Contract Anxter

Superintendent Ryan Alwine requested authorization to contract Anxter Street Lights to purchase LED street lights for a total cost of \$32,640.00. 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 Contract Mudrack Tree Trimming Service

Superintendent Ryan Alwine requested authorization to contract Mudrack Tree Trimming Service for the City tree trimming not to exceed \$20,000.00. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

WWTP

New Hire Request

Superintendent Mark Shultz requested authorization to hire Glenn Campbell Jr. as the 3rd shift Wastewater Treatment Operator as Richard Cross is retiring. Glenn will be started out at \$19.00/hour. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes- 0 nays.

The November 2020 Expense Report was presented for review.

The November 2020 Activity Report was presented for review.

Water

Approval to Replace 3 Master Meters

Superintendent Scott Mosley requested authorization to replace 3 master meters from BL Anderson in the amount \$17,985.00 (\$5,995.00 each). This will be taken from the 2021 budget under account numbers 605001307 or

605001349. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

The November 2020 Revenue/Expense Report was presented for review.

Superintendent Scott Mosley presented the 2021 Water Plant budget for review. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Approval to Replace a Variable Frequency Drive

Superintendent Scott Mosley requested authorization to replace a variable frequency drive at Well #13 in the amount of \$11,650.00 from BL Anderson. This will come from the 2021 Budget. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

2021 Yearly Pump Maintenance

Superintendent Scott Mosley requested authorization to perform the yearly pump and well maintenance for 2021. After testing and analysis the following is recommended: chemical rehabilitation of Well #8 (\$21,000.00), pump and motor overhauling for Well #12 (\$46,000.00), and pump and motor overhauling for Well #14 (\$64,000.00) for a total of \$131,000.00. Monies for this project will come out of the 2021 budget from account 601002635.000. 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 9:15 A.M.

Kathren R. Ritchie-Clerk Treasurer

Minutes approved by me this 12th day of January, 2021.

W. SuzAnne Handshoe-Mayor