

BOARD OF PUBLIC WORKS AND SAFETY
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JANUARY 26, 2021-8:30 A.M.

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

Others present were: Scott Derby, Katie Ritchie, Cindy Marple, Lance Waters, John Cazier- 902 S. Main Street, Mark Schultz, Rick Kiersey, Jeremy McKinley, Amy Arnold, Scott Mosley, and Steve Garbacz- KPC.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the January 12, 2021 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

John Cazier, business owner of 109 S. Main Street, commented that there are a lot of trash and recycle bins behind Main Street businesses and was concerned where renters would store bins when the property butts up against the alley. Mr. Cazier also mentioned that renters could use the businesses dumpsters for trash disposal. The Board thanked Mr. Cazier for his concerns and said they would contact Noble County Disposal on their pick up process behind Main Street businesses.

Mayor

Mayor SuzAnne Handshoe announced that the Board has come to the decision that there will be no opt out policy for residents inside corporate City limits. The rules and regulations will stand with the General Ordinance that was passed by prior by the Common Council.

Clerk-Treasurer

Wage Adjustment- McKinley

Clerk Treasurer, Katie Ritchie, requested authorization to give Utility Clerk Emily McKinley her third wage adjustment. Emily has completed her one year evaluation and is doing a fantastic job fulfilling her role as Utility Clerk. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Engineering

Administrative Engineer Scott Derby presented a copy of the INDOT-LPA contract for the Federal Aid project for the Drake Road Project. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Fire

Request to purchase lighting from Taylor'd Equipment

Fire Chief Jeremy McKinley requested authorization to purchase emergency lighting from Taylor'd Equipment sales and install in the amount of \$2,405.00. 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 purchase two light bars from JTN Services

Fire Chief Jeremy McKinley requested authorization to purchase two Whelen Legacy lightbars with controllers and speakers from JTN Services in the amount of \$6,300.00. 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 approval of School Resource Officer Job Descriptions

Chief of Police Lance Waters requested the approval of the School Resource Officer and School Resource Sergeant job descriptions as there was none found in the Clerk's Office. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

WWTP

The December Activity Report was presented for review.

The December 2020 Revenue & Expense Report was presented for review.

The 2021 Budget proposal was presented. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Truck Purchase from Fire Dept.

Superintendent Mark Shultz requested authorization to purchase a pick up truck from the Kendallville Fire Department in the amount of \$7,000.00. The truck only has 28,000 miles on it with snow plow as well. The truck will replace a Chevy Trailblazer that was not safe to drive anymore and was sold for scrap. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Lift Pump Repair

Superintendent Mark Schultz requested authorization for S&K Pumps to repair the Flowserve lift pump for the plant in the amount of \$6,903.00. The monies for this project will come from account 606004.620.000. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Creative Liquid Coatings Adjustment

Superintendent Mark Schultz requested that Creative Liquid Coatings be granted an adjustment of \$14,010.48 that was tabled at a Board of Works meeting in October 2020. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Water

The December Revenue & Expense Report was presented for review.

New roof system for Diamond Street facility

Superintendent Scott Mosley requested authorization to have Hydrotech Building Solutions, Inc. install a new roof system on the Diamond Street Water Plant and Distribution Garage in the amount of \$64,716.00. Hydrotech was the lowest bid. 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 9:06 A.M.

Kathren R. Ritchie-Clerk Treasurer

Minutes approved by me this 9th day of February, 2021.

W. SuzAnne Handshoe-Mayor