

BOARD OF PUBLIC WORKS AND SAFETY  
COUNCIL CHAMBERS  
MARCH 9, 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, Matt Riehm, Mark Schultz, Jeremy McKinley, Scott Mosley, Susan Michaels, and Steve Garbacz- KPC.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the February 23, 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

No petitions or comments were given.

Engineering

Request to waive permit fee for 353 N. Main Street- KRI

Engineering Administrator Scott Derby presented a letter from Bob Marshall, Kendallville Restorations, Inc., requesting the demolition permit fee of \$1,000.00 for the removal of the house at 353 N. Main Street in Kendallville be waived. Mayor SuzAnne Handshoe mentioned that she would like to abstain her vote since she serves as a member on the KRI Board. Board Member Don Gura made a motion to approve with a second from Chairman Jim Dazey. The motion passed 2 ayes – 0 nays.

Front stair removal & replacement- 100 S. Main Street

Engineering Administrator Scott Derby presented a letter from Susan Michaels, owner of 100 Main, LLC, requesting authorization to replace the stairs at the front of the building at 100 S. Main Street as the current staircase is not in code and is desperate need of replacement. The new staircase would need to be brought out two to seven inches to be up to code which falls within the city right of way. 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 renew In-Synch RMS Support and Maintenance annual plan

Chief of Police Lance Waters requested the approval to renew the departments In-Synch RMS Support and Maintenance annual plan in the amount of \$2,310.00. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Request authorization to promote Officer Davis to Detective

Chief of Police Lance Waters is requesting authorization to promote Officer Doug Davis to Detective. Davis will take his role as Detective no later than April 8, 2021. This promotion requires a wage adjustment taking Davis to Detective pay at \$26.31/hr (2080 hours/ yr \$54,723.57). Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

#### WWTP

Sewer adjustment- 1119 Perkins Street

Victoria Fuller of 1119 Perkins Street requested a sewer adjustment for water that did not go down into the city sewer. After further inspection it was recommended by the WWTP that a credit of \$1,086.88 be given to the occupant. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Apex Consulting & Surveying/ Solar Field

Superintendent Mark Schultz requested authorization to hire Apex Consulting & Surveying to provide site grading design and Rule 5 Construction Permitting for MS4 compliance for the solar field site. The cost for these services will be \$6,800.00 and will be paid from account 606003620.002. 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 Shultz requested authorization for an additional \$3,510.85 to pay S&K Pumps. Previously in January it was approved to pay them \$6,903.00 for a repair to the flowserve lift pump and upon further investigation there are some further repairs that are needed. The money for this will come from account 606004620.000. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Wessler Engineering invoice

Superintendent Mark Schultz requested authorization to pay invoice 36543 to Wessler Engineering in the amount of \$5,134.99. 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 crack fill will be happening in a couple weeks.

Water Superintendent Scott Mosley asked the Board to reconsider raising spending limits that needs to be approved by the Board because the cost of supplies and services has gone up significantly. The Board came to the conclusion that the spending limit will be raised to \$4,000.00 in a BOW Resolution that will be presented for approval on March 23, 2021. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Wastewater Superintendent Mark Schultz informed the Board that from January- February 2020 there were 260 violations and from January- February 2021 there were only five.

Motion to Adjourn

Board Member Don Gura made a motion to adjourn the meeting. Chairman Jim Dazey adjourned the meeting at 8:51 A.M.

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Kathren R. Ritchie-Clerk Treasurer

Minutes approved by me this 23rd day of March, 2021.

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W. SuzAnne Handshoe-Mayor