

BOARD OF PUBLIC WORKS AND SAFETY
COUNCIL CHAMBERS
NOVEMBER 23, 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 Mosley, Mark Schultz, Dawn McGahen, Scott Derby, Lance Waters, Jeremy McKinley, Matt Riehm, Steve Garbacz- KPC News, and Katie Ritchie.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the November 9, 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

Awarding of 11/2021 Miscellaneous Traffic Control Signs

Administrative Engineer Scott Derby presented the quotes for 11/2021 traffic control signs. Osburn Associates, Inc. was the lowest quote of \$4,192.59. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

2021-2 CCMG Contract Approval

Administrative Engineer Scott Derby presented the 2021-2 CCMG Grant Contract. 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 pay ESO

Fire Chief Jeremy McKinley requested authorization to pay ESO in the amount of \$5,340.67. The money for this invoice will come from the 2021 Fire 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.

Wage Adjustment- Isaacs

Fire Chief Jeremy McKinley requested to give Fire Fighter Robert Isaacs a wage adjustment of \$500 a year. Robert has completed his 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.

Wage Adjustment- Forker

Fire Chief Jeremy McKinley requested authorization to give Fire Fighter Kody Forker a wage adjustment of \$500 a year. Kody has completed his 4th 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.

Police

Request to Purchase Ballistic Vests

Chief of Police Lance Waters requested authorization to purchase new Ballistic Vests from Brateman Brother's in the amount of \$6,048.00. The money for this will be encumbered from the Machinery and Equipment Fund in the LOIT Fund. 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 911 Equipment

Chief of Police Lance Waters requested authorization to purchase new 911 equipment from INdigital in the amount of \$19,457.00 and also \$7,907.09 for annual support and maintenance for both stations. The money for this will be encumbered from the LOIT Equipment budget. 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 Open Captain Position

Chief of Police Lance Waters requested authorization to open the selection process for the Captain position for the City of Kendallville. 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 Purchase Ammo

Chief of Police Lance Waters requested authorization to purchase ammo from Keisler Police Supply in the amount of \$4,171.34. Money for the purchase will be encumbered from the Police Department 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.

Request Authorization to Hire Probationary Officer Lucas Pant

Chief of Police Lance Waters requested authorization to hire Lucas Pant as Probationary Patrol Officer. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

WWTP

Baker Tilly Invoice

Superintendent Mark Schultz requested authorization to pay Baker Tilly invoice in the amount of \$5,730.75. This is for their service in helping do the 2022 Sewer Budget. The money to pay this invoice will come from account 606008632.000. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

The October Financial Report was presented for review.

The October Activity Report was presented for review.

Water

The October Revenue/Expense Report was presented for review.

Request for New Hire- Nickles

Superintendent Scott Mosley requested authorization to hire Nathaniel Nickles as a full time Heavy Equipment Distribution Operator. Nathaniel will start on December 7, 2021. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Chairman Jim Dazey wished everyone a Happy Thanksgiving.

Motion to Adjourn

Board Member Don Gura made a motion to adjourn the meeting. Chairman Jim Dazey adjourned the meeting at 8:45 A.M.

Kathren R. Ritchie- Clerk Treasurer

Minutes approved by me this 14th day of December, 2021.

W. SuzAnne Handshoe-Mayor