

BOARD OF PUBLIC WORKS AND SAFETY
COUNCIL CHAMBERS
DECEMBER 13, 2022-8:30 A.M.

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

Others present were: Steve Garbacz- KPC, Mark Schultz, Lance Waters, Wade Hale, Scott Mosley, Brian Strange, Rick Kiersey, Jeremy McKinley, Chad McKinley, Dawn McGahen, Doug Atz, Cindy Marple, and Katie Ritchie.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

Board Member Don Gura made a motion to approve the Board of Works minutes from the November 22, 2022 meeting with a second from Mayor Handshoe. The motion passed 2 ayes – 0 nays.

Petitions

No petitions or comments were given.

Mayor

Application for Use of Public Facilities- First Presbyterian Church

Linda Davis submitted an application for use of public facilities from First Presbyterian Church for their candlelight service on December 24, 2022 at 7:00 P.M. This will require permission to park along the south (east bound) side of Williams Street between State and Oak Streets from 5:00 P.M through 10:00 P.M. on the 24th. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Resolution #1-22/451 Freeman Street Property

Chairman Jim Dazey read BOW Resolution #1-22 in its entirety. Attorney Doug Atz gave a brief description of what Indiana code says pertaining to the Resolution. 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 Phase 2 PE- Invoice #20

Administrative Engineer Scott Derby requested authorization to pay Pay Request #20 to A&Z Engineering in the amount of \$19,043.90 (\$15,235.12 Federal & 3,808.78 Local). Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Wall Construction, City Hall Annex

Building Inspector Dave Lange presented two quotes for the construction of a wall in the City Hall Annex building. Lange recommended awarding the lowest bidder Minser Building Services Inc as their bid was \$5,075.00. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Bixler Lake Ditch Bank Stabilization + Adjacent Sanitary Sewer Relining

Administrative Engineer Scott Derby presented quotes from the sanitary sewer relining portion and the only bid that came back was from In-Liner Solutions in the amount of \$28,403.50. Derby also requested authorization to purchase flexamat plus from Hanes Geo Components in the amount of \$5,391.00 making the total project \$33,794.50. The money for the project will be encumbered from the BOW 2022 budget. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

CMP Replacement- On Main Street at Bixler Lake Ditch

Administrative Engineer Scott Derby presented a quote for the CMP replacement on Main Street at the Bixler Lake Ditch in the amount of \$142,300.00. The money for this project will be paid from the ARPA fund that was approved from City Council. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Fire

Resignation Letter- Forker

Fire Chief Jeremy McKinley presented a resignation letter from Firefighter Kody Forker stating his last day with the City will be December 25, 2022. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Permission to Open Hiring Process

Fire Chief Jeremy McKinley requested authorization to open the hiring process for one full time firefighter since Kody Forker's resignation. 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- Kintz

Fire Chief Jeremy McKinley requested authorization to give Firefighter Casey Kintz a wage adjustment of \$500 annually. Casey has successfully completed his 3rd 6-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.

Park

Request to Encumber and Purchase from Hixson Sand & Gravel

Park Director Dawn McGahen requested authorization to encumber and purchase lime stone and sand from Hixson Sand and Gravel in the amount of \$9,242.00. 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 Encumber and Purchase Janitor Supplies

Park Director Dawn McGahen requested authorization to encumber and purchase janitor supplies in the amount of \$750.00. 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 Encumber and Purchase Tables and Chairs

Park Director Dawn McGahen requested authorization to encumber and purchase tables and chairs for the Youth Center in a not to exceed amount of \$679.30. This purchase will be made on the City credit card. 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 Encumber and Purchase a Refrigerator and Microwave for Maintenance Barn

Park Director Dawn McGahen requested authorization to encumber and purchase a refrigerator and microwave in a not to exceed amount of \$1,000.00. This purchase will be made on the City credit card. 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 Encumber and Purchase from Big C Lumber

Park Director Dawn McGahen requested authorization to encumber and purchase supplies for the rebuild of the barn from Big C Lumber in the amount of \$7,500.00. 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 Encumber and Purchase from Kendall Electric

Park Director Dawn McGahen requested authorization to encumber and purchase lights and electrical supplies in the amount of \$4,000.00 from Kendall Electric. 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 Encumber and Purchase Outdoor Tools

Park Director Dawn McGahen requested authorization to encumber and purchase outdoor tools on the City credit card in a not to exceed amount of \$2,000.00. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Request to Encumber and Purchase from Shade Trees Unlimited

Park Director Dawn McGahen requested authorization to encumber and purchase replacement trees in the amount of \$4,000.00 from Shade Trees Unlimited. 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 Pay Pulver Asphalt

Park Director Dawn McGahen requested authorization to pay an additional \$34,704.00 to Pulver Asphalt for resealing and striping the KORC. There was \$45,000.00 encumbered from the prior year making the total price \$79,704.00. 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 from MVP Disc Sports

Park Director Dawn McGahen requested authorization to purchase 18 permanent disc golf baskets and locks from MVP Disc Sports in the amount of \$7,154.51. 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 John Deere Mowers

Park Director Dawn McGahen requested authorization to purchase two new John Deere mowers from Kenn-Feld Group, LLC in the amount of \$17,923.72. 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 from Belson Outdoors

Park Director Dawn McGahen requested authorization to purchase 20 new picnic tables from Belson Outdoors in the amount of \$21,129.41. 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 from Kenn-Feld

Park Director Dawn McGahen requested authorization to purchase a new John Deere tractor from Kenn- Feld Group in the amount of \$22,252.29. This will be used at the KORC. 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 from Harrell's

Park Director Dawn McGahen requested authorization to purchase chemicals and fertilizers from Harrell's in the amount of \$6,065.90. 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 Kubotas

Park Director Dawn McGahen requested authorization to purchase two new Kubota Utility Vehicles from More Farm Store in the amount of \$31,120.46. These vehicles will be used in the Park and KORC. 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 Ford Police Interceptor

Chief of Police Lance Waters requested authorization to purchase a 2024 Ford Explorer. Chief Waters is able to encumber \$40,009.00 toward the purchase of this vehicle. 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 Training Ammunition

Chief of Police Lance Waters requested authorization to purchase ammunition in the amount of \$4,390.00 from Second Amendment. 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 Office Furniture

Chief of Police Lance Waters requested authorization to purchase new office furniture from National Business Furniture in the amount of \$6,862.66. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Request Approval to Appoint Officer Miller as School Resource Officer

Chief of Police Lance Waters asked to table this approval as there is still somethings that need to be worked out between the City and the School. Mayor SuzAnne Handshoe made a motion to table with a second from Board Member Don Gura. The motion passed 2 ayes – 0 nays.

Request Authorization to Pay Insight for In-Car Cradle Point Subscription

Chief of Police Lance Waters requested authorization to pay Insight \$4,115.02 for the annual cradle point subscription. 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 New Security Cameras for City Hall

Chief of Police Lance Waters requested authorization to purchase two new Verkada Cameras from Insight for City Hall in the amount of \$4,464.26. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Street

Employee Transfer

Street Superintendent Brian Strange requested authorization to accept the transfer of employee Dave Mooney from the WWTP. Dave's first day with the Street Department will be December 13, 2022. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

WWTP

Wet Environmental Engineering, LLC Invoice

Superintendent Mark Schultz requested authorization to pay invoice 10062 to Wet Engineering in the amount of \$10,350.00. Board Member Don Gura made a motion to table with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

WET Environmental Letter for ARP Funds

Superintendent Mark Schultz submitted a letter from WET Environmental regarding all the projects that were approved for WWTP infrastructure improvement (that was previously approved by Council) WET quoted the improvements to be around \$124,699.00. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

The 2023 WWTP Budget was presented for review.

Sewer Adjustment 229 S. State Street

Trinity United Methodist Church requested a sewer adjustment of \$153.12 for 229 S. State Street. WWTP Employee Trevor Hampshire approved the adjustment as he has verified the water did not go down the drain. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Camera Repair

Superintendent Mark Schultz requested authorization to pay Best Equipment in the amount of \$8672.86 to repair the camera that is used to televise sewer lines. 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 Pay S&K Equipment- Add on

Superintendent Mark Schultz requested authorization to pay S&K \$5,615.00 to replace a pump that broke near Friendly Village. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Water

2023 Well and Pump Maintenance

Water Superintendent Scott Mosley requested authorization to pay Peerless Midwest a not to exceed amount of \$95,425.00. This purchase is for 2023 well and pump maintenance and will come from account 6101200635.000. Board Member Don Gura made a motion to approve with a second from Mayor SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

The 2023 Water budget was presented for review.

Chairman Jim Dazey reminded everyone of the Employee Christmas Lunch Friday December 16, 2022 at Fire Station 1 at noon.

Motion to Adjourn

Board Member Don Gura made a motion to adjourn the meeting. Chairman Jim Dazey adjourned the meeting at 9:21 A.M.

Kathren R. Ritchie- Clerk Treasurer

Minutes approved by me this 27th day of December, 2022.

W. SuzAnne Handshoe-Mayor