

BOARD OF PUBLIC WORKS AND SAFETY  
COUNCIL CHAMBERS  
JANUARY 23, 2024-8:30 A.M.

Roll call was answered by: Mayor Lance Waters, Chairman Don Gura, and Board Member Tara Streb.

Others present were: Katie Ritchie, John Dixon, Patrick Howell, Kristen Johnson, Dawn McGahen, Brian Strange, Scott Derby, and Jeremy McKinley.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

Board Member Tara Streb made a motion to approve the Board of Works minutes from the January 9, 2024 meeting with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Petitions

No petitions or comments were given.

Mayor

Application for Use of Public Facilities- Public Concert

Isaiah Alwine submitted an application for the use of public facilities at the Kendallville Outdoor Recreation Complex on July 13, 2024 from 12:00 P.M. to 6:00 P.M. This is for a public concert made up of local church worship bands. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Legal Service Agreement- Add on

Mayor Lance Waters presented a legal agreement between the City of Kendallville and Attorney Jacob Atz. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Clerk-Treasurer

Request to Pay Schenkel- Add on

Clerk Treasurer Katie Ritchie requested authorization to pay invoice 5777 in the amount of \$98,051.40 to Schenkel Construction for work done on bid package #3. The money for this invoice will be ordered from the OCRA grant. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Engineering

The Drake Road Phase 2 Status Report was presented for review.

## Fire

### Request to Purchase 3D Camera System

Fire Chief Jeremy McKinley requested authorization to pay Insight Public Sector \$4,360.86 for a new Matterport 3D Camera System. This will be split between Police LOIT and Fire's general equipment 451 account since both departments will use the camera. Board Member Tara Streb made a motion to approve with second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

### Request to Purchase Wireless Headset Radio Transmitter System for New Truck

Fire Chief Jeremy McKinley requested authorization to pay Setcom Rugged Solutions America LLC in the amount of \$5,504.10 for a wireless headset radio transmitter system for the new fire truck. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

## WWTP

The December Financial Report was presented for review.

### Wet Invoice December

Superintendent Patrick Howell requested authorization to pay Wet Environmental Engineering \$5,180.00 for consulting done in December 2023. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

### Inclement Weather Gear 2024

Superintendent Patrick Howell requested authorization to purchase inclement weather gear for employees for the 2024 year with a not to exceed amount of \$4,800.00. This purchase will include boots, vests, sweatshirts, and winter jackets. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

### Sewer Adjustment- 951 Drake Road

Troy and Brittany Harmeyer requested a sewer adjustment of \$305.60 for their water bill at their residents at 951 Drake Road for water that did not go down a drain. The residents found a broken nozzle with water running in their yard. Wastewater employee Trevor Hampshire verified that water did not go down a drain and recommended the adjustment be given. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

### Sewer Adjustment – 222 Kingswood Drive

Rebecca Handshoe of 222 Kingswood Drive requested a sewer adjustment of \$252.12 for water that did not go down a drain. The resident stated that someone turned on her outside hose and it went unnoticed until she got the bill. Wastewater employee Trevor Hampshire verified that the water did not go down a drain and recommended the adjustment be given. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Motion to Adjourn

Board Member Tara Streb made a motion to adjourn the meeting. Chairman Don Gura adjourned the meeting at 8:44 A.M.

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Kathren R. Ritchie- Clerk Treasurer

Minutes approved by me this 13<sup>th</sup> day of February, 2024.

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Lance L. Waters-Mayor