

BOARD OF PUBLIC WORKS AND SAFETY  
COUNCIL CHAMBERS  
JUNE 24, 2025-8:30 A.M.

Roll call was answered at 8:30 A.M. by: Mayor Lance Waters, Chairman Don Gura, and Board Member Tara Streb.

Others present were: Katie Ritchie, Scott Derby, Scott Mosley, Kristen Johnson, Patrick Howell, Brian Strange, John Dixon, Dawn McGahen, Sheryl Prentice- KPC News, Cheryl Barker- Fair Parade Representative, Jeremy McKinley, and Cindy Marple.

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 June 10, 2025 meeting with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Petitions or Comments

Main Street Manager Kristen Johnson thanked all the City workers that helped in the intense heat over the weekend during the anniversary celebration downtown.

Mayor

Worship Night Event Update- Add On

Mayor Lance Waters requested authorization to move the Worship Night at Founder's Park from July 19, 2025 to September 13, 2025. Board Member Tara Streb made a motion to approve with a second from Chairman Don Gura. The motion passed 2 ayes – 0 nays.

Application for Use of Public Facilities- Fair Parade

Fair Representative Cheryl Barker submitted an application for the use of public facilities for the Noble County Fair Parade taking place on July 12, 2025 at 5:00 P.M. Line-up will begin at 4:00 P.M at South Side Elementary School and will go from Sherman, to Dowling, to Park Avenue, and on to the fairgrounds. Mayor Lance Waters asked if there is no increase in attendees that the Fair Board have the parade on a Sunday so the City has better man coverage to help assist. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Application for Use of Public Facilities- Knoll Ridge Block Party

Tyler Minnich submitted an application for the use of public facilities for a block party at Knoll Ridge Blvd. on July 4, 2025 from 12:00 P.M. to 11:00 P.M. This event will require the street to be closed for vehicles. Mayor Lance Waters made a motion to approve with a second from Board Member Tara Streb. The motion passed 2 ayes – 0 nays.

## Application for Use of Public Facilities- Second Saturday's

LaToya Kelham and Tara Streb submitted an application for the use of public facilities for the Second Saturday's event taking place on August 9, 2025 from 4:00 P.M. to 8:00 P.M. This event will take place on Main Street between William & Rush Streets, from Rush Street west to the alley, and Founder's Park. This event will include food trucks, music, and games. Mayor Lance Waters made a motion to approve with a second from Chairman Don Gura. The motion passed 2 ayes – 0 nays.

## Dumpster Request- Angel Dominguez/ Mad Cat- Add On

Owner of 227 S. Main Street, Angel Dominguez, requested authorization for his tenants to place a trash dumpster in the alley between his building and The Strand Theatre. The Board agreed that there isn't another place for the dumpster to go. Mayor Lance Waters made a motion to approve the dumpster being in the alley as long as it is removed if the business leaves that location and the wheels to the dumpster have to remain locked unless being wheeled to the back of the alley for trash pick-up. Board Member Tara Streb seconded the motion from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

## Engineering

### Awarding of 2026 Collection & Transportation of Municipal Solid Waste and Recycling Materials

Administrative Engineer Scott Derby recommended awarding Noble County Disposal, Inc. the 2026 trash contract. Noble County Disposal had the lowest bid of \$651,309.00. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

## Park

### Request to Hire

Park Director requested authorization to hire Melissa Spencer as Office Manager of the Park and Recreation Department. Melissa's starting pay will be \$41,589.76 annually. Spencer will then receive \$1,250.00 every three months pending she has good performance reviews. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. Clerk Treasurer Katie Ritchie asked that Dawn email the HR Clerk to initiate each pay raise each time. The motion passed 2 ayes – 0 nays.

## Police

### Position Opening

Chief of Police John Dixon requested authorization to open the hiring process for a full-time Patrol Officer. Chase Cleckner will be resigning from his position on June 26, 2025. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

### Request to Purchase Patrol Car Equipment

Chief of Police John Dixon requested authorization to purchase equipment and installation needed for their new 2025 Ford Explorer. This purchase will come from Move Over Outfitters and will be in the amount of \$12,339.32. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

## Street

### Position Opening

Street Superintendent Brian Strange requested authorization to hire two full time Heavy Equipment Operators. The Street Department had one employee transfer to another department and had another that went to another employer. Board Member Tara Streb made a motion to approve with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

## Wastewater

### Wage Adjustment- Marc Musselman

Superintendent Patrick Howell requested authorization to give Employee Marc Musselman a wage increase of \$.90 an hour effective June 30, 2025. Musselman has successfully completed his 270 days of employment with the City. Mayor Lance Waters made a motion to approve with a second from Board Member Tara Streb. The motion passed 2 ayes – 0 nays.

## Water

The May 2025 Revenue/Expense Report was presented for review.

### Motion to Adjourn

Board Member Tara Streb made a motion to adjourn the meeting. Chairman Don Gura adjourned the meeting at 8:52 A.M.

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Kathren R. Ritchie- Clerk Treasurer

Minutes approved by me this 8<sup>th</sup> day of July, 2025.

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Lance L. Waters-Mayor