

BOARD OF PUBLIC WORKS AND SAFETY
COUNCIL CHAMBERS
August 26, 2025-8:30 A.M.

A Public Hearing was held for the preliminary engineering report for the DWSRF loan. Kurt Wanninger from Wessler Engineering went over what to expect in the coming months for the lead service line replacement program. The hearing was concluded at 8:46 A.M.

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

Others present were Brandy Roberts, Scott Mosley, Robert Combs, Scott Derby, Pat Howell, Cindy Marple, Brian Strange, Nate Stahl, Dawn McGahen, Kristen Johnson, Nikole Albright, Tom Collins, Linda-Wessler Engineering, Kurt Wanninger-Wessler Engineering, Lisa Gulick-Martin Riley and Sheryl Prentice-KPC.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of August 12, 2025, Board of Public Works and Safety meeting were presented for approval. Board Member Tara Streb made a motion to approve the minutes with a second by Mayor Lance Waters. The motion passed 2 ayes-0 nays.

Petitions

No petitions or comments were made.

Mayor

Waive Demolition Fees-

KRI requested to have demolition fees waived for both 340 & 342 N. Main St. They are currently working with Eshelman Excavating and Kendallville Itron & Metal to coordinate a date. Don Gura made a motion to approve with a second by Tara Streb. The motion passed 2 ayes-0 nays.

Application for use of public facilities-Cruise in at the Pointe

Richard Secor submitted an application for the use of public facilities for a Cruise in at the CrossPointe family church on September 14, 2025, from 9:00 A.M. to 1:30 P.M. The event will take place on the church property but will require that HighPointe Crossing be closed temporarily. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays.

Application for use of public facilities-Family Harvest Fest

Nikole Albrightt submitted an application for the use of public facilities for Family Harvest Festival on October 4th from 10:00 A.M. to 6:00 P.M. and October 5th, 2025, from 10:00 A.M. to 4:00 P.M. The event will take place on Main Street between Rush and Mitchell Streets. The closure will be from Friday October 3rd, 2025, to Sunday October 5th, 2025, Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays.

Application for use of public facilities-2nd Saturdays

Tom Collins submitted an application for the use of public facilities for 2nd Saturdays on September 13, 2025, from 4:00 P.M. to 8:00 P.M. The event will take place on Main Street from Mitchell Street to Rush Street. The roads will be closed from 3:00 P.M. to 8:30 P.M. Mayor Lance Waters made a motion to approve with a second by Board Member Tara Streb. The motion passed with 2 ayes-0 nays.

Application for use of public facilities-Arthur Franklin Mapes Marker Dedication

Dawn McGahen submitted an application for the use of public facilities for the Arthur Franklin Mapes State Historical Marker Dedication on September 13, 2025 at 11:00 A.M. The event will be held at the entrance to the nature trail on Sherman Street. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays

Inspiration Ministries FDC/PIV location request

Lisa Gulick from Martin Riley submitted a request to be able to locate the Fire Department Connection and Post Indicator Valve for the Inspiration Ministries project. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays

Clerk-

Request to Enter into Contract-Asset Control Solutions

Clerk Treasurer Katie Ritchie requested authorization to enter into a contract with Asset Control Solutions in the amount of \$ 34,250.00. This is for the cost of constructing a complete inventory of assets, tagging, uploading, and assisting with our reporting requirements to the State of Indiana. Mayor Lance Waters made a motion to approve with a second by Board Member Tara Streb. The motion passed with 2 ayes-0 nays

Engineering-

Property Owner Letter for Sidewalk Repair

Administrative Engineer Scott Derby requested authorization to send a letter to the property owner of 508 W Rush Street. The sidewalk is currently unsafe for walking and needs repaired. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays

Fire-

Request to Pay-Fire Catt Precision

Fire Chief Jeremy McKinley requested authorization to pay Fire Catt Precision Services Testing in the amount of \$4,851.00. This is for the completion of testing 11,550 feet of fire hose. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays.

Request to Pay-Macqueen Emergency

Fire Chief Jeremy McKinley requested authorization to pay Macqueen Emergency in the amount of \$4,133.03. This is for annual preventative maintenance on Truck 17. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays.

WWTP-

The July 2025 Financials were presented for review.

Request to Pay-Element

Superintendent Patrick Howell requested authorization to pay Element in the amount of \$7,700.15. This is for monthly laboratory and industrial testing. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays.

Request to Pay-Aquatic Informatics

Superintendent Patrick Howell requested authorization to pay Aquatic Informatics in the amount of \$4,350.72. This is for annual WIMS software renewal. This is for compiling our data for monthly state reports. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays.

Sewer Adjustment-703 E Mitchell St.

Nicole Lowe, resident of 703 E Mitchell Street, requested a sewer adjustment of \$221.56 for water that did not go down a drain. WWTP employee Trevor Hampshire did verify that the water usage was due to a broken waterline feeding three outdoor spigots and recommended the adjustment be given. Mayor Lance Waters made a motion to approve with a second by Board Member Tara Streb. The motion passed with 2 ayes-0 nays.

Sewer Adjustment-803 Noble Creek Parkway

Lisa Faux, of Lancia Homes requested a sewer adjustment of \$484.95 for water that did not go down a drain. This is for a new home that was built at 803 Noble Creek Parkway and had a new sod lawn installed. WWTP employee Trevor Hampshire verified that the lawn was put in and recommended the adjustment be given. Board Member Tara Streb made a motion to approve with a second by Mayor Lance Waters. The motion passed with 2 ayes-0 nays.

Water-

The July 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 9:07 A.M.

Brandy Roberts-Deputy Clerk Treasurer

Minutes approved by me this 9th day of September, 2025.

Lance Waters-Mayor