

BOARD OF PUBLIC WORKS AND SAFETY
COUNCIL CHAMBERS
SEPTEMBER 9, 2025-8:30 A.M.

Due to technical difficulties the meeting was not able to stream live.

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, Patrick Howell, Brian Strange, John Dixon, Dawn McGahen, Sheryl Prentice- KPC, 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 August 26, 2025, meeting with a second from Mayor Lance Waters. The motion passed 2 ayes – 0 nays.

Petitions & Comments

Mayor Lance Waters thanked all the city departments for their help during the Car Show event that took place on Saturday.

Engineering

AEP Pole Placement on City Property

Administrative Engineer Scott Derby presented a request from AEP to place a power pole and supporting wires near the southwest corner of West Wayne and Krueger Street on a city owned parcel. 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 Pay Great Lakes Urban Forestry – Add On

Administrative Engineer Scott Derby requested authorization to pay invoice 1495 to Great Lakes Urban Forestry in the amount of \$9,685.00. This is for the Management and Tree Planting Plan, and this invoice will be reimbursed to the city from the DNR Tree Grant. Mayor Lance Waters made a motion to approve with a second from Board Member Tara Streb. The motion passed 2 ayes – 0 nays.

Fire

Employee Pay Increase

Fire Chief Jeremy McKinley requested authorization to give Firefighter Colin Harding a wage increase of \$500.00 a year. Colin has successfully completed his first six-month evaluation. Mayor Lance Waters made a motion to approve with a second from Board Member Tara Streb. The motion passed 2 ayes – 0 nays.

Police

Apple Festival Road Closures

Chief of Police John Dixon submitted a memorandum to request certain restrictions to Kendallville City streets and parking during the 2025 Apple Festival. These closures have remained the same and prove to be efficient. Mayor Lance Waters made a motion to approve with a second from Board Member Tara Streb. The motion passed 2 ayes – 0 nays.

Water

Request to Pay Element Lab

Superintendent Scott Mosley requested authorization to pay Element Lab \$6,084.00 for routine testing. This payment will be paid from account 6101033635.010. 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 8:37 A.M.

Kathren R. Ritchie- Clerk Treasurer

Minutes approved by me this 23rd day of September 2025.

Lance L. Waters-Mayor