

BOARD OF PUBLIC WORKS AND SAFETY  
COUNCIL CHAMBERS-CITY HALL  
MAY 14, 2019-8:30 A.M.

The Board of Public Works and Safety met in regular session Tuesday May 14, 2019 at 8:30 a.m. with Chairman Jim Dazey presiding.

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

Others present were: Steven Garbacz-KPC Media, David Preston, Scott Derby, Mark Schultz, Mike Riehm, Mike McCann, Jim Pankop, Scott Mosley, Amy Ballard, Ryan Alwine and Cindy Marple.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the April 23, 2019 Board of Public Works and Safety meeting were presented for approval. Board member Don Gura made a motion to approve the minutes with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Petitions or Comments

No petitions or comments were heard.

Mayor

Application for use of Public Facilities-Noble County Young Professionals

Vice President Amy Ballard requests authorization to hold an event on June 7, 2019 from 4:00 p.m. to 10:00 p.m. with Food Trucks, Boutique Trucks and games for the kids. Requesting to close Main Street from William Street to Mitchell Street. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Application for use of Public Facilities - Experience the Heart of Kendallville

President Lynnette Leamon requests authorization to hold Trunk Treasurers in the Parking Lot behind the Chamber on May 25, 2019 and August 31, 2019 from 9:00 a.m. to 1:00 p.m. Some discussion took place. Mayor SuzAnne Handshoe made a motion to approve with a second by Board member Don Gura. The motion passed 2 ayes-0 nays.

Gertrude Street property

Attorney Doug Atz presented information to the Board on the steps for the sale of the Real Estate known as: 316 East Gertrude Street, Kendallville, Indiana. Board member Don Gura made a motion to proceed with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Engineering

Request for Special meeting

Engineering Administrator Scott Derby requests authorization to hold a special meeting on May 28, 2019 at 2:30 p.m. for the awarding of the Street Improvements Project bids. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Drake Road Reconstruction Project - Preliminary Eng. Invoice #5

Engineering Administrator Scott Derby requests authorization to pay A & Z Engineering \$22,628.54 for pay request #5 on the Preliminary Engineering of the Drake Road Reconstruction Project. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

## Police

### Request for opening of vacant Dispatcher position

Chief of Police Rob Wiley requests authorization to open the position of Dispatcher due to the resignation of Shellie Coney. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

### Request for pay adjustment - Officer Kugler

Chief of Police Rob Wiley requests authorization to adjust the pay of Officer Kugler to \$24.75 retroactive to April 9, 2019 as he has completed all requirements from his probationary period and is eligible for the non-probationary status. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

### Request for pay adjustment - Officer Shartzler

Chief of Police Rob Wiley requests authorization to adjust the pay of Officer Shartzler to \$24.75 retroactive to April 16, 2019 as she has completed all requirements from his probationary period and is eligible for the non-probationary status. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

### Request for pay adjustment - Officer Pegan

Chief of Police Rob Wiley requests authorization to adjust the pay of Officer Pegan to \$24.75 retroactive to March 27, 2019 as he has completed all requirements from his probationary period and is eligible for the non-probationary status. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

## WWTP

### Chemical resistant floor coating

Water Quality Control Superintendent Mark Schultz requests authorization to place chemical resistant floor coating in the chemical feed building, the press building, and electrical transonner buildings at the Wastewater Treatment Facility. Water Quality Control Superintendent Mark Schultz requested quotes from three (3) vendors and only one (I) quote was submitted. Request authorization to award Northern Industrial Flooring at a cost of \$9,386.00. Monies to come from account 606-03-620. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

### Sewer Adjustment request - 217 S. Sheridan St.

The owner of 217 S. Sheridan Street requests authorization to have the sewer portion of the utility billing adjusted. As per the Water Quality Control Facility the water entered a drain in the basement floor therefor the request was denied.

### Request for donation paid leave

Water Quality Control Superintendent Mark Schultz requests authorization to receive donated paid leave for one of his employees, as they have not been with the city long enough to accumulate paid time off. Mayor SuzAnne Handshoe made a motion to approve with a second by Board member Don Gura. The motion passed 2 ayes-0 nays.

Certification pay increase - Dave Mooney, Kelsie Duehrnig, and Dick Cross.

Water Quality Control Superintendent Mark Schultz requests authorization for certification pay increases of \$0.45 for the following employees, Dave Mooney, Kelsie Duehrnig, and Dick Cross. Board member Don Gura made a motion to approve with a second by Mayor SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

Motion to Adjourn

Board member Don Gura made a motion to adjourn the meeting. Chairman Jim Dazey adjourned the meeting at 8:46 a.m.

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Elissa Beard-Deputy Clerk, HR

Minutes approved by me this 28<sup>th</sup> day of May, 2019.

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W. SuzAnne Handshoe-Mayor