

BOARD OF PUBLIC WORKS AND SAFETY  
COUNCIL CHAMBERS-CITY HALL  
JULY 14, 2020-8:30 A.M.

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

Others present were: Scott & Debbie Derby, Mark Schultz, Jeremy McKinley, Lance Waters, Steve Garbacz- KPC Media, Katie Ritchie, Jim Pankop, and Cindy Marple.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Minutes

The minutes of the June 23, 2020 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- Bixler Lake Park

Logan Conley requested the use of Bixler Lake Park (east and west) on September 19, 2020 from 9:00 A.M. until the end of the tournament. This will be for a disc golf tournament, selling pork burgers, chips, and drinks. Board Member, Don Gura, made a motion to approve with a second from Mayor, SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Application for public use of facilities- Noble County YPN

Noble County Young Professionals Network President, David Dressler, requested the use of public facilities to host a food truck Friday on August 7<sup>th</sup> and October 2<sup>nd</sup> from 4:00 P.M. to 10:00 P.M. on Main Street. On the application they requested the use of electricity and City Engineer, Scott Derby, said that he couldn't give a definitive answer on if electricity would be available due to the Downtown Streetscape Project. Mayor Handshoe stated that she would call the applicant and let them know of the situation. Mayor, SuzAnne Handshoe, made a motion to approve with a second from Board Member, Don Gura. The motion passed 2 ayes – 0 nays.

Application for public use of facilities- Special Olympics

Secretary, Debbie Derby, requested the use of Sherman, Lake, and Freeman Streets on July 23<sup>rd</sup> starting at 6:30 P.M. This will be for a drive thru parade for the Special Olympics that will be escorted with sirens and honking. This event will not last any longer than an hour. Board Member, Don Gura, made a motion to approve with a second from Mayor, SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Demolition permit fee waiver- KRI, Inc.

A memorandum of understanding stating the waiver for the demolition fee for property 328 N. Main Street, Kendallville, was presented to view. Board Member, Don Gura, made a motion to approve with a second from Mayor, SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Demolition permit fee waiver- Denny Steele

A memorandum of understanding stating the waiver for the demolition fee for property 930 S. Main Street, Kendallville, was presented to view. Board Member, Don Gura, made a motion to approve with a second from Mayor, SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

Clerk- Treasurer

Authorization to pay Boyce/ Keystone

Clerk-Treasurer, Katie Ritchie, requested the authorization to pay invoice #0517027-IN in the amount of \$11,035.00 to Boyce/ Keystone Systems. This will be split in thirds between the Clerk's Office, Water, and WWTP. Board Member, Don Gura, made a motion to approve with a second from Mayor, SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

### Engineering

#### Extension of vacation days

Engineering Administrator, Scott Derby, requested the extension of deadline to utilize his remaining 92 hours of vacation time till September 15, 2020. Board Member, Don Gura, made a motion to approve with a second from Mayor, SuzAnne Handshoe. The motion passed 2 ayes – 0 nays.

#### Project Status Report- Drake Rd.

Engineering Administrator, Scott Derby, presented the Drake Road reconstruction project status report and thanked Board of Works Member, Don Gura, for sitting on the Drake Rd. Board.

### Fire

#### Request of sick days- Kody Forker

Fire Chief, Jeremy McKinley, stated that Firefighter, Kody Forker, injured his hand in an off duty accident and per Doctor's orders was off work until July 24<sup>th</sup>. Kody has a combined total of 67.5 hours available to use and Firefighter, Chris Smith, donated 56.5 hours to him. Board Member, Don Gura, made a motion to approve with a second by Mayor, SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

### Police

#### Offer of employment as Probationary Officer, Joshua Desormeaux

Chief of Police, Lance Waters, requested authorization to offer employment as Probationary Officer to Joshua Desormeaux. Board Member, Don Gura, made a motion to approve with a second from Mayor, SuzAnne Handshoe. The motion passed 2 ayes-0 nays.

#### Request to pay Dana Safety Supply, Inc.

Chief of Police, Lance Waters, requested authorization to pay Dana Safety Supply, Inc. in the amount of \$3,322.00. Board Member, Don Gura, made a motion to approve with a second from 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 8:49 A.M.

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Kathren R. Ritchie-Clerk Treasurer

Minutes approved by me this 28<sup>h</sup> day of July, 2020.

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W. SuzAnne Handshoe-Mayor