

# BOARD OF PUBLIC WORKS AND SAFETY

## Meeting Minutes of January 20, 2026 Meeting

### **1. OPENING, PLEDGE, PRAYER and ROLL CALL**

Sarah Collis

– appointed January 6, 2020; appointment expiration December 31, 2027

Roger Cuneo

– appointed January 2, 2024; appointment expiration December 31, 2027

Tim Smith

– appointed January 6, 2020; appointment expiration December 31, 2027

Jeremy VanErman – via Teams

– appointed January 6, 2020; appointment expiration December 31, 2027

Mayor: Todd Naselroad

City Attorney: Chou-il Lee

Clerk-Treasurer: Darcy VanErman

### **PREVIOUS MINUTES**

Roger Cuneo motioned to approve the Meeting Minutes from January 5, 2026. Jeremy VanErman second the motion. All in favor; motion carries.

### **COMMUNICATION**

Mayor Naselroad opened the meeting for the Board to discuss the State Board of Accounts findings from the 2023-2024 audit.

Jeremy VanErman asked a few questions of Attorney Lee regarding some of his questions around proper filing of the Conflict of Interest forms and filings to which Attorney Lee advised. Sarah Collis posed some of her questions around the Well 4 project findings to which Attorney Lee advised that the Council has begun working on the Internal Controls Ordinance that the city didn't have. This structure will begin to process to build out mechanics so these types of findings aren't repeated.

Tim Smith asked Attorney Lee that once the controls are established will training be provided to the employees regarding these standards. Attorney Lee advised that there would be.

### **ORDINANCES and RESOLUTIONS**

### **OLD BUSINESS**

\*topic of Remittance of Conflict of Interest Forms covered under communication

Mayor Naselroad reopened the topic of the omitted Storm Water billings for the Storm Water only customers that the software missed during the September billing run. After some discussion, Sarah Collis motioned for a letter to be written and mailed to each of the customers impacted explaining what had happened and what to expect on their upcoming bill. Roger Cuneo second the motion. All in favor; motion carries.

### **NEW BUSINESS**

Mayor Naselroad invited Police Chief Brian Holtzleiter to present his request for carpet and flooring for the Police Department. He presented two bids that were received and discussed them both with the Board as well as sharing his recommendation. After a little discussion, Tim Smith motioned to approve the bid from Indiana Flooring not to exceed \$6,772.02 as presented. Jeremy VanErman second the motion. All in favor; motion carries.

### **OTHER BUSINESS**

Mayor Naselroad asked Maintenance Superintendent Mark Talmage to speak to the Board to the needs to repair and perform maintenance to the north emergency siren. He stated the maintenance to the self monitoring system and repairs should fall in the category of \$300-\$500. Sarah Collis motioned for the maintenance and repairs to be performed. Roger Cuneo second the motion. All in favor; motion carries.

Attorney Lee advised the Board that he has continued to work with the contract for Waste Water from the previous meeting with Donohue. He advised that they have taken out the clause to the 10% that was in question. Sarah Collis motioned for legal to have final review before the Mayor, by this meeting's action, executes the agreement. Tim Smith second the motion. All in favor; motion carries.

### **ADJOURNMENT**

Upon hearing nothing further, Mayor Naselroad opened for meeting adjournment. Jeremy VanErman motioned to adjourn the meeting. Tim Smith seconded the motion. All in favor; motion carries.

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Todd Naselroad, Mayor

***Attest:***

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Darcy VanErman, Clerk Treasurer

*\*\*These Minutes are a summary of actions taken at the Alexandria Board of Public Works and Safety Meeting. The full video archive of the meeting is available for viewing at [www.youtube.com/@CityofAlexandriaIndiana](https://www.youtube.com/@CityofAlexandriaIndiana) for as long as this media is supported.*