

# BOARD OF PUBLIC WORKS AND SAFETY

Meeting Minutes of March 16, 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

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

Mayor: Todd Naselroad

City Attorney: Chou-il Lee

Clerk-Treasurer: Darcy VanErman

## **PREVIOUS MINUTES**

Sarah Collis motioned to approve the Meeting Minutes from February 17, 2026. Roger Cuneo second the motion. All in favor; motion carries.

Sarah Collis motioned to approve the Meeting Minutes from March 2, 2026. Tim Smith second the motion. All in favor; motion carries.

## **COMMUNICATION**

Mayor Naselroad introduced Ryan Baker, from E J Prescott, to address the Board regarding the annual renewal of the partnership agreement with EJP for our part needs with our water labor division. He spoke to the benefits to the city which include emergency response, leak detection services, training and equipment. Jeremy VanErman confirmed that this agreement stands as a first right of refusal to which Ryan confirmed that is the case. Jeremy then inquired what the points earned from purchasing go towards to which Ryan confirmed they are used towards future purchases. Eric Schmidt, Asst Water Superintendent, advised they normally purchase tools with these points. Chou-il Lee advised that the agreement was in need of a couple additions to which Ryan advised they would be happy to include. Jeremy VanErman motioned to approve the annual agreement upon legal review. Sarah Collis second the motion. All in favor; motion carries.

## **RESOLUTIONS**

**OLD BUSINESS**

Mayor Naselroad advised that his office is still reviewing the needs and obtaining direction for the water loss audit needs. He is hoping to have everything ready and available for the Board for the next meeting.

**NEW BUSINESS**

Mayor Naselroad presented updated procedures for the Utility Office to work with customers to create repayment agreements for their accounts. Jeremy VanErman motioned to table the procedures to allow time for the legal team to review. Mayor Naselroad second the motion. All in favor; motion carries.

Police Chief Brian Holtzleiter presented the 5 year service agreement for the department’s body worn cameras. This agreement is for the same money as the 2021 agreement. Roger Cuneo motioned to approve the contract. Sarah Collis second the motion. All in favor; motion carries.

**OTHER BUSINESS**

Sarah Collis inquired to the transitioning of a part time employee to full time within the Utility Office. Darcy VanErman explained how she and Mayor Naselroad were advised by State Board of Accounts in 2021 to the structure of the office staff. Chou-il Lee clarified the misdirection. Sarah Collis motioned to table the discussions around the full time hiring of the employee. Jeremy VanErman second the motion. All in favor; motion carries.

**ADJOURNMENT**

Upon hearing nothing further, Mayor Naselroad opened for meeting adjournment. Roger Cuneo motioned to adjourn the meeting. Jeremy VanErman 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](http://www.youtube.com/@CityofAlexandriaIndiana) for as long as this media is supported.*