

**Board of Public Works & Safety
and Park Authority Meeting
Wednesday, May 13, 2020 – 10:00 a.m.
Ligonier City Hall • 301 S. Cavin St. • Ligonier, IN 46767**

Call to order: Mayor Fisel

Roll Call

Present: Board Members Earle Franklin, Tom Janes, and Mayor Patty Fisel
City Attorney Steve Clouse and Clerk-Treasurer Barb Hawn

Minutes from previous meeting of March 25, 2020

Motion to approve: Earle Franklin Second: Tom Janes Vote: All Ayes

New Business

Adjustment – 203 Fulton Street

Mr. Macias had a leak that was over two billing periods, March and April. Ben Glowinski of the Water Dept. verified that the water did not go down the drain. Mr. Macias is asking for a sewage adjustment in the amount of \$205.34 to cover both months.

Motion to approve: Patty Fisel Second: Tom Janes Vote: All Ayes

Park Dept. – Hiring of Seasonal Mower

Sam Ervin did not return this year leaving a vacancy in the seasonal mowing team. Eugene Chaffins applied for the position. A background check was completed.

***Motion to hire Eugene Chaffins at \$11.00 per hour: Tom Janes
Second: Earle Franklin Vote: All Ayes***

WWTP – Ligtel Phone System Proposal

A quote from Ligtel was received to update the phone system to a VOIP system at the WWTP. The initial cost for equipment and set up would be \$1,499.60. The monthly fee will be approximately \$185.60 compared to the current monthly fee of approximately \$355.52.

Motion to approve: Tom Janes Second: Earle Franklin Vote: All Ayes

Interlocal Agreement with Noble County Sheriff's Dept. – Spillman Coordinator

The Noble County Sheriff's Dept. is asking the county police departments to help defray the cost of a Spillman Coordinator for two years (2020 and 2021). The City of Ligonier has been asked to contribute \$10,000 per year. We have added the cost to our comprehensive budgeting plan prepared by Baker Tilly.

Motion to approve: Patty Fisel Second: Earle Franklin Vote: All Ayes

Welcome Sign Flower Boxes and Arborvitaes Estimate

The city asked Countryscapes to quote flower boxes for the new City Welcome Signs. The cost for the flower boxes, plantings is \$1,678.75 with watering for 2020 at \$1,125.00. These costs could be paid from the city's beautification budget. In addition, they are suggesting 3 arborvitaes behind each sign at 5 locations for a total cost of \$3,350.00. This cost could be paid from the city gift fund.

Motion to approve: Patty Fisel Second: Tom Janes Vote: All Ayes

Department Heads and Members of Administration

Fire Chief Jeremy Weaver

- Former Fire Chief Paul Pfenning died, and services are tomorrow.
- Bid opening for fire station was last week. The bid will be awarded at the RDC meeting on 5/20/2020. Low bid came in below projection.

Street Superintendent Mike Burdette

- Took down about 30 dead trees in the park.
- Working on patching holes in the streets.
- Will reapply for the community crossing grant in July.

Public Safety Director/Police Chief Bryan Shearer

- We have been well supplied by EMA director with PPE. Mick Newton has done a great job for the community.
- Local companies have donated face shields and hand sanitizer.
- Good to see reopening of businesses in the city.

Park Director Travis Brimhall

- Have been working on cleaning and painting in the Rec Center.
- Thanks to the street department for taking down the trees in the park. Thanks to Water and WWTP for assistance in the parks.
- Rec Center scheduled to reopen on July 6

Water Superintendent Jeff Boyle

- Repaired a valve at the Turning Point School in Kenney Park.
- The Strawberry Valley Trail between Bridge and Martin Streets along the river was paved this week.

WWTP Superintendent Kenny Sprague

- Started using phosphorus due to slow down in one of the industries that normally uses phosphorus in their process.
- Mike White will take CDL test on Monday.

City Engineer Rick Pharis

- Drainage on Gerber Street was completed last week.

Building Inspector/Board Member Earle Franklin

- Busy with building projects while residents have been home
- To date eleven permits for the Park Meadow III development.
- Five unsafe home/garage citations were issued. Homeowners are complying.

City Attorney Steve Clouse

- The Mayor's Executive Order 0513-2020 – sets the opening of the parks department. Follows the guideline of the Back on Track plan by the Governor.

Clerk-Treasurer Barb Hawn

- Planning to reopen the offices on June 1, 2020. (Subject to any changes made by the Governor's Stage of Reopening). We will make the adjustments necessary to adhere to the 6-foot social distancing requirement. Sanitizing will be done daily. Locks were added to the restroom doors and we will not reopen the restrooms to the public until after the Stage 5 of the Governor's reopening.

Mayor Fisel's Comments

- Asked Rick Pharis for a drawing of the next phase of the Strawberry Valley Trail.
- The community is amazing – the way they are coming together. Good things often come from the bad. Appreciate everyone hanging in there.

Adjournment

Motion to adjourn: Patty Fisel

Second: Tom Janes


Barbara Hawn, Clerk Treasurer


Patricia Fisel, Mayor