

**Board of Public Works & Safety
and Park Authority Meeting
Wednesday, October 28, 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 October 14, 2020

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

New Business

IT/Facilities Director Position

On Monday, Council approved the addition of an IT/Facilities Director position along with salary and benefits. Gary Cox is the current IT Director on a contract basis. He is interested in the full-time position in February. Would like approval to hire Gary Cox.

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

Police Dept. – Secretary Position

Due to the death of Cindy LeCount, the Police Dept. Secretary Position is open. This person must be very trustworthy person as they see a lot that goes on in the department. Chief Shearer is recommending the hiring of Brooke Harris as Secretary/Special Officer. She would be able to start on November 9, 2020.

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

Will be expecting a little more out of this position. Plan to change the office hours to match the City Hall hours 8:30—4:30. Therefore, he would like approval of the starting pay to be \$17.00 with the opportunity for a \$.50 per hour raise in 90 days. Will begin to train on her off day for the next two weeks.

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

Police Dept. – Assistant Chief

Council established the addition of an Assistant Chief of Police at the meeting on Monday. Chief Shearer is recommending this position be a board appointed decision and that Mike Crossley be named to the position at this time.

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

Park Dept. – Statue at Prentice Park

Park Director Travis Brimhall provided photographs of the decay of the tree base for the carved statue at Prentice Park. It was not sealed on a regular basis in the past. They tried to seal it last year, but it was already rotting. With the decay it would hard to preserve it. He is recommending taking the statue down and looking for the board's recommendation.

***Motion to take the statue down and try to preserve it and if not, let it go: Patty Fisel
Second: Tom Janes Vote: All Ayes***

Department Heads and Members of Administration

Street Superintendent Mike Burdette

- Working on leaf pick up.
- Wright Street – problem with turn-around of the trucks in the cul de sac. We do not own the property. Working on a solution which may require an easement. City Attorney Clouse will work with City Engineer Rick Pharis.

Motion to give Steve Clouse the authority to begin the process to create a turnaround for the city trucks: Patty Fisel Second: Tom Janes Vote: All Ayes

Public Safety Director/Police Chief Bryan Shearer

- Concrete for the fire station should begin next week. The hydrants are being installed. We are currently holding bi-weekly construction meetings.
- November 8th and 22nd are the dates for the annual agility for the Police Department personnel.
- Trick or Treat is still on – Thursday, October 29 from 5-7.

Park Director Travis Brimhall

- All the park facilities are winterized and closed.
- Working on the installation of the disc golf course. Have had volunteers come in and help with the clean up to get ready.
- The Pettit Park signs have been moved due to the construction of the fire station.

Water Superintendent Jeff Boyle

- Trying to wrap things up with meter replacement.
- North Tower was cleaned and inspected. The South Tower was cleaned earlier this year.
- Tenneco blew a hole in their fire line this past weekend and emptied the tower. They had a contractor repair the line yesterday.
- Trouble with the trail behind the industrial park having motorized vehicles. Temporary signs were put up and we will be getting permanent signage.

WWTP Superintendent Kenny Sprague

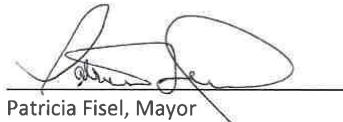
- Word back from Doheny on the Vactor truck. The pump is not repairable. They located a remanufactured pump. The entire hydraulic system needs to be flushed. They should be done by the end of the week.
- Have 95% of lights at the plant switched over to LED bulbs.

City Attorney Steve Clouse

- Documents from Star of the West for the transfer of property for the trails are completed.

Mayor Fisel's Comments

- Employee Thanksgiving Luncheon on 11-13 in the City Hall Basement
- Employee Christmas Luncheon is tentatively set for 12-18 in the City Hall Basement

Adjournment*Motion to adjourn: Tom Janes**Second: Earle Franklin*
Barbara Hawn, Clerk-Treasurer
Patricia Fisel, Mayor