

**Board of Public Works & Safety  
and Park Authority Meeting  
Wednesday, March 24, 2021 – 10:00 a.m.  
Ligonier City Hall · 301 S. Cavin St. · Ligonier, IN 46767**

**Call to order by 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 March 10, 2021**

***Motion to approve: Tom Janes***

***Second: Earle Franklin***

***Vote: All Ayes***

**Unfinished Business**

**Becerra Utility Bill**

At the previous meeting, Mr. Becerra was requesting some type of adjustment to his bill. The usage showed there must be a leak, but his meter was not able to be graphed. The matter was tabled, and the water department was asked to graph the new meter that was installed. The graph of the new meter does show leaks in the home.

***Motion to deny adjustment: Earle Franklin***

***Second: Tom Janes***

***Vote: All Ayes***

**New Business**

**API Sanitary Sewer Repair Quotation**

The API Sanitary Sewer Repair needs to be ratified. Mayor Fisel made the executive decision to proceed with the project while API was working on a current project in the city, as it would be half the cost of having them come back to do it. The funds are in the sewage budget. The quote was not to exceed \$5,500.

***Motion to ratify: Tom Janes***

***Second: Earle Franklin***

***Vote: All Ayes***

**WWTP – Camera Truck Quotations**

Quotes were received for a portable camera unit that is in the approved budget.

Jack Doheney               \$79,685.92

Best Equipment           \$94,010.00

Brown Equipment         \$72,037.00

Wastewater Superintendent Kenny Sprague is recommending Brown Equipment who can provide a demo unit at \$72,037.00 which is regularly \$75,027.00. Warranty starts the day of purchase.

***Motion to approve: Patty Fisel***

***Second: Earle Franklin***

***Vote: All Ayes***

**Community Crossing Project – Bid Recommendation**

Bids for the project were received on March 23, 2021 for the Martin Street Community Crossing project.

API, LaOtto, IN           \$788,375.00

Pulver, Albion, IN       \$761,593.05

Selge, Niles, MI          \$825,797.75

All the bids came in over the estimate, with the low bid being over by \$22,141.04. The additional funds would be paid from the GO Bond Funds proceeds. City Engineer Rick Pharis is recommending going with the low bid, Pulver Asphalt of Albion, Indiana.

***Motion to approve: Tom Janes***

***Second: Earle Franklin***

***Vote: All Ayes***

***Motion to allow Mayor Fisel to be the signatory: Tom Janes***

***Second: Earle Franklin***

***Vote: All Ayes***

**Robin Galloway – CMC Certification**

Deputy Clerk Robin Galloway received her CMC (Certified Municipal Clerk) designation from the IIMC (International Institute of Municipal Clerks) on March 11, 2021. This qualifies her for a 75 cents per hour increase based on the current salary ordinance. Asking for approval to begin on pay period beginning on March 22, 2021. Mayor Fisel offered her congratulations.

***Motion to approve: Earle Franklin***

***Second: Tom Janes***

***Vote: All Ayes***

**Department Heads and Members of Administration**

**Street Superintendent Mike Burdette**

- Getting ready to take down dead trees.
- Rash of people dumping building materials at the compost site and in the ravine. We have a camera up and it was not able to catch the license plate.

**Public Safety Director/Police Chief Bryan Shearer**

- Working on accreditation for the Police Department. It is an extensive project. Best practices as of today are used. We are the beta project in Indiana for the Rogers Group and the normal cost is \$40,000 which is being waived. They use what you have and build on that. Chris Shearer is our accreditation manager for the project. Six-to-eight-month process. This may reduce our liability insurance.

**Park Director Travis Brimhall**

- Disc golf league started last week. They had 55 people sign up.
- Soccer sign up will end next week. Will hold a coach's meeting.
- Trying to feel out what we can do with concessions for the soccer season.
- Farmer's Market is starting to get sign ups.

**Water Superintendent Jeff Boyle**

- Problems recently with customers who have high bills. Most have been from leaks.
- Customers need to have a shut off valve in their homes.

**WWTP Superintendent Kenny Sprague**

- Will be getting the Vactor truck out to clean lines.

**Building Inspector/Board Member Earle Franklin**

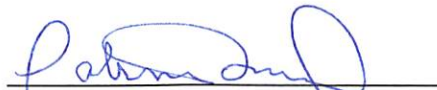
- Called on resident with shed for property on Wright Street. Was not on his property, was partially on the easement and on another property. Owners was told he will need to move the shed.
- Four new permits for homes in Park Meadow. Getting ready for the next phase.

**Adjournment**

*Motion to adjourn: Tom Janes*

*Second: Earle Franklin*

  
Barbara Hawn, Clerk Treasurer

  
Patricia Fisel, Mayor