

**Board of Public Works & Safety  
and Park Authority Meeting  
Wednesday, November 22, 2023 – 10:00 a.m.  
Ligonier City Hall · 301 S. Cavin St. · Ligonier, IN 46767**

**Call to order by Mayor Earle Franklin**

**Roll Call**

Present: Board Members Tom Janes and Mayor Earle Franklin  
City Attorney Jack Birch and Clerk-Treasurer Barb Hawn  
Absent: Board Member Ron Terry

**Minutes from previous meeting of November 8, 2023**

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

**New Business**

**Wastewater Treatment Plant Open Position**

The Board of Works and Park Authority conducted an interview in Executive Session on November 21, 2023. Wastewater Superintendent Kenny Sprague made the recommendation to the board that Kristopher Funk be hired for the open Operator Position. He suggested a starting wage of \$16.50 and a start date of 12/11/2023 pending results of preemployment testing. He would like to review the wages for a 50 cent per hour raise after ninety days.

***Motion to approve the hire of Kristopher Funk pending preemployment testing results at a starting wage of \$16.50 and a start date of 12/11/2023, with review after 90 days for a 50 cents per hour raise: Tom Janes  
Second: Earle Franklin      Vote: All Ayes***

**Servpro – Invoice for Resident Clean Up**

The resident of 203 Fulton Street had a sewer back up into their crawl space due to a city line backup problem. Servpro was called to do the clean up at a cost of \$1,119.18. Wastewater Superintendent Kenny Sprague recommended approval of payment. There may be a claim for further damages at a later date.

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

**Utility Bill Adjustment – Bonilla, 200 Lincolnway West**

Mr. Bonilla of 200 Lincolnway West had a water leak that was underground. Ben Glowinski of the Water Department verified that the water did not go down the drain. His normal sewage bill is \$104.67, and he was charged \$537.96. He is asking for an adjustment of \$433.29.

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

**Pulver Asphalt Paving – Pay Application #1 (Main Street Project)**

Pulver Asphalt Paving submitted Pay Application #1 for the Main Street Paving Project in the amount of \$260,147.91. Rick Pharis of Triad recommended the board approve the pay application.

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

**Triad Associates – Agreement for 2023-2 Community Crossing Project**

Triad Associates submitted their Engineering Services Agreement for the 2023-2 Community Crossings Resurfacing Project. The total fee is \$75,700.

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

**Wastewater Treatment Plant – 2024 Vehicle Purchase**

Wastewater Superintendent Kenny Sprague provided a state bid quote from BZ Autos for a pickup truck in his 2024 Capital Budget Plan. Due to the time frame to receive new vehicles, he is asking permission to proceed with ordering at this time. The truck with trade in and snowplow came in at \$63,861.26. The budget for the truck is \$65,000.

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

**Park Dept. – Quote for Coating of Restroom Floors**

Park Director John Parrish provided a quote from Jake's Floor Care in Albion to coat the restroom floors. This will make it much easier to clean the floors. The quote is \$3,000 for two restrooms in the Pavilion, Concession Stand, and the Men's Hot Tub Room. He would like to issue a PO for funds to be encumbered to 2024 since the work cannot be done in cold temperatures. The price is locked until April 1, 2024.

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

**Comments by Members of Council and Administration**

**Street Superintendent Mike Burdette**

- Asked for permission to start the process for the purchase of the truck in the 2024 Capital Plan

***Motion to approve: Tom Janes      Second: Tom Janes      Vote: All Ayes***

**City Engineer Rick Pharis/John Nelson**



- The bid opening for the Commerce Drive project will be opened on December 12, 2023 at 2:00 pm. Bids will be reviewed and forwarded to the Board of Works for award.

Adjournment

Motion to adjourn: Tom Janes

Second: Earle Franklin

Vote: All Ayes

   
Barbara Hawn, Clerk Treasurer      Earle Franklin, Mayor