

**Board of Public Works & Safety  
and Park Authority Meeting  
Wednesday, February 12, 2025 – 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, Ron Terry, and Mayor Earle Franklin  
City Attorney Jack Birch and Clerk-Treasurer Barb Hawn

**Approval of Minutes from January 22, 2025**

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

**New Business**

**Utilities Adjustment Request – 204 Hollister Street**

Residents of 204 Hollister Street had a water heater leak which was verified by Tim Buchanan of the Water Department. This resulted in a sewage charge of \$281.49 compared to an average sewage charge of \$33.88. They are requesting a sewage adjustment of \$247.61.

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

**VS Engineering – Assignment Consent Request from Triad Agreements**

VS Engineering purchased Triad Associates. The staff of Triad Associates remained with the new company. VS Engineering provided a letter requesting the current projects designed by Triad Associates be assigned to VS Engineering. They are asking for assignments of the following:

- Item 1a. Wastewater Improvement – Triad Project 202304B
- Item 1b. Strawberry Valley Trail Phase 3 – Triad Project 202404C
- Item 1c. 2024-2 Community Crossings Resurfacing – Triad Project 202404D
- Item 1d. 2025 On-Call Agreement – Triad Project 202504

The Wastewater Improvement and Community Crossings projects are time sensitive. City Attorney Birch would like clarification on the language for the Strawberry Valley Trail and On Call Agreement prior to assignment and assumption. This led to the following.

***Motion to approve the assignment and assumption request with modifications, approving items 1a and 1c, and tabling 1b and 1d to the next board meeting: Earle Franklin***  
***Second: Tom Janes                      Vote: All Ayes***

**R. G. Zachrich – Pay Application #7**

R. G. Zachrich provided Pay Application #7 for the Wastewater Project in the amount of \$187,904.31. This will leave a balance to finish including a retainage of \$243,977.40.

***Motion to approve: Earle Franklin                      Second: Ron Terry                      Vote: All Ayes***

**Community Crossings Bid Award**

Two bids for the Community Crossings 2024-2 Resurfacing project were received and both were below the engineer’s estimate of \$1,999,000.

Phend and Brown	\$1,020,881.30
Niblock	\$1,110,876.90

Rick Pharis of VS Engineering stated that one item on Phend and Brown used an old quantity not in the addendum, which would lower the cost making the bid \$1,017,194.30. He recommended awarding the contract to Phend and Brown, the lowest bid.

***Motion to approve and give Mayor Franklin authority to sign the contracts: Tom Janes***  
***Second: Ron Terry                      Vote: All Ayes***

**Hermann & Goetz Generator Service Agreement for 2025**

Hermann & Goetz provided their 2025 annual service agreement for a total amount of \$7,185.39 for the city departments. The agreement includes the breakdown of amounts for each by location.

***Motion to approve: Earle Franklin                      Second: Ron Terry                      Vote: All Ayes***

Fire Chief Weaver will contact Hermann & Goetz to add the new fire station generator to the agreement as their warranty has expired. He will bring this addition to the board at a later date.

**Park Department – Rec Center Improvements Quotes**

Park Director John Parrish provided the following quote for improvements at the Rec Center. Two quotes were received for the flooring.

<b>Goshen Floor Mart</b>	
Removal of existing flooring and installation of carpet tile	\$6,795.61

**Flooring Concepts**

Removal of existing flooring and installation of carpet tile \$5,867.57

**Community Business Equipment**

Disassemble and reassemble office cubicles for carpet installation including electrical disconnect and reconnect. \$1,000.00

**Paul's Painting**

Paint interior doors of lobby (9 doors and jams) \$1,250.00

***Motion to approve the improvement quotes from Flooring Concepts, Community Business Equipment, and***

***Paul's Painting: Tom Janes***

***Second: Ron Terry***

***Vote: All Ayes***

**Fire Department – Gear Quote**

Fire Chief Weaver provided a quote for four sets of rescue gear (which can be used for everything but a structure fire) totaling \$6,684.28. This is included in the 2025 budget.

***Motion to approve: Ron Terry***

***Second: Tom Janes***

***Vote: All Ayes***

**Fire Department – Request to add Volunteer Firefighter**

Fire Chief Weaver made a request to add Jonathan Schwartz to the Volunteer Firefighter Roster. He does not currently have training but has family members who have served on volunteer fire departments. He is willing to do the training necessary to become certified.

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

***Second: Ron Terry***

***Vote: All Ayes***

**Wastewater Treatment Plant**

During the Wastewater Treatment project, it was discovered that one of the Kaeser blowers was not working due to the motor. The cost of a motor is 80% of the cost of a new blower. There are contingency funds remaining from the project that would allow for the purchase and installation of a new blower. The breakdown is as follows:

BL Anderson – Kaeser Blower and Start Up Service \$41,355.96

R. G. Zachrich – Installation of Kaeser Blower \$12,654.25

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

***Second: Tom Janes***

***Vote: All Ayes***

**Utilities – Bucket Truck Discussion**

The budget includes funding of \$80,000 for a bucket truck. Asking permission to allow Gary Cox to shop for a used truck not to exceed the \$80,000 budget. The cost will be shared between Street, Water, and Wastewater Departments.

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

***Second: Ron Terry***

***Vote: All Ayes***

**Comments by Members of Council and Administration****Street Superintendent Mike Burdette**

- Getting ready for the next snowstorm that is supposed to hit today.

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

- The police department yearend report will be distributed at the next meeting.

**Building Inspector Elroy Mast**

- The Family Express project is moving along. The walls are precast and should be up by March.
- The Rubber Company building is down, and they are working on the cleanup.

**Clerk-Treasurer Barb Hawn**

- The Annual Financial Report will be filed by the March 1, 2025 deadline. Waiting on the final capital asset numbers.

**Mayor Earle Franklin**

- The Senate Tax Bill SB1 had significant revisions in committee that will not be as detrimental to local units of government as the original. There is still room for improvement and AIM is asking us to stay in contact with our legislators.

**Adjournment**

***Motion to adjourn: Ron Terry***

***Second: Tom Janes***

***Vote: All Ayes***



Barbara Hawn, Clerk Treasurer



Earle Franklin, Mayor