

**Board of Public Works & Safety  
and Park Authority Meeting  
Wednesday, May 14, 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 April 23, 2025**

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

***Second: Tom Janes***

***Vote: All Ayes***

**New Business**

**R.G. Zachrich – Pay Application #8 Wastewater Treatment Plant Project**

R.G. Zachrich submitted Pay Application #8 in the amount of \$61,711.95. VS Engineering’s John Nelson and Rick Pharis reviewed the application and recommended approval.

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

***Second: Ron Terry***

***Vote: All Ayes***

**Fire Department – Software Quote**

Fire Chief Jeremy Weaver presented a quote from Sims Share for firefighter training software.

**Annual Cost: \$1,400.00**

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

***Second: Tom Janes***

***Vote: All Ayes***

**Park Department – Quotes for Multiple Park Department Projects**

Park Director John Parrish presented quotes for multiple park-related projects:

**Scout Cabin – Woodlawn Park**

- Fascia (Fields Home Improvements): \$800.00
- Double Door with Raised Panel (Fields Home Improvements): \$3,075.00
- Handicap Ramp (Young Services): \$3,885.00

**Kenney Park – Splash Pad**

- Concrete Repairs (Young Services): \$4,034.00

**1000 Lincolnway West**

- Line relocation from overhead to underground (AEP): \$2,695.23

***Motion to approve all five projects: Earle Franklin***

***Second: Ron Terry***

***Vote: All Ayes***

**Wastewater Treatment Plant – Lighted Building Sign Quote**

Miller Sign Company provided a quote for a lighted building sign at the Wastewater Treatment Plant to match signs at the Water and Street Departments.

**Cost: \$5,183.00**

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

***Second: Tom Janes***

***Vote: All Ayes***

**Wastewater Treatment Plant – CDL Course Quote at 160 Driving Academy**

Wastewater Superintendent Benjamin Glowinski requested approval to send employee Kris Funk to a CDL training course through 160 Driving Academy.

**Cost: \$4,995.00**

**Location: Ivy Tech, Fort Wayne**

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

***Second: Ron Terry***

***Vote: All Ayes***

**Wastewater Treatment Plant – Aquatic Informatics Software Upgrade Quote**

An upgrade to the Aquatic Informatics system was proposed to improve integration with the SCADA system and reduce human error.

**Total Cost: \$13,413.32**

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

***Second: Ron Terry***

***Vote: All Ayes***

### **Ligonier Utilities Mutual Aid Agreement**

The Board reviewed and considered a statewide Mutual Aid Agreement for Water and Wastewater utilities provided by the State of Indiana.

**Motion to approve: Earle Franklin**

**Second: Ron Terry**

**Vote: All Ayes**

### **Comments by Members of Council and Administration**

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

- Reported that Code Enforcement issued 117 grass violation notices.

#### **Street Superintendent Mike Burdette**

- Streetlight painting, grass mowing, and weed control underway.
- The mayor thanked the team for cleanup efforts following the Fire Department's street washing.

#### **Water Superintendent Jeff Boyle**

- An inspection revealed the need for repairs on Well #1; a quote will be presented at the next meeting.
- Working on a quote to clean the retention tank.

#### **Park Director John Parrish**

- Thanked Officer Alexander for reducing the number of grass violation mow sheets.
- Reported that the new Environmental Specialist at the Noble County Health Department will oversee swimming pools and splash pad compliance.
- Drinking fountain installation and signage will be completed by June to meet regulations.

#### **Building Inspector Elroy Mast**

- Notification letters were sent to downtown business owners with broken windows.

#### **City Engineer Rick Pharis**

- The SR 5 Sewer Project plan is progressing.
- CCMG Pre-Construction: Phend and Brown to begin after July 4; project estimated to take 4–8 weeks.

#### **Mark Herald**

- **CCMG 2025-2** has been postponed; The CCMG 2026-1 application may open late this year.
- **Veteran's Memorial:** Contractor has site plan; project to be completed before July 4.
- **Strawberry Valley Trail:** Reviewing project scope and costs to rebid in 2025; likely construction in Spring 2026.
- **INDOT Signal Project (SR 5):** Delays due to pole supply; construction to be completed in 2025.
- **Safe Streets for All Program:** Proposed applying for a federal 80/20 planning grant (\$100,000 total; city share \$20,000) to develop a citywide safety action plan.

**Motion to Proceed with Grant Application: Tom Janes**

**Second: Ron Terry**

**Vote: All Ayes**

#### **Mayor Earle Franklin**

- Mentioned a potential industrial expansion in Ligonier; interested party is seeking land or a suitable building.


### **Adjournment**

**Motion to adjourn: Ron Terry**

**Second: Tom Janes**

**Vote: All Ayes**

  
Barbara Hawm, Clerk Treasurer

  
Earle Franklin, Mayor