

**Board of Public Works & Safety  
and Park Authority Meeting  
Wednesday, October 8, 2025 – 10:00 a.m.  
Ligonier City Hall · 301 S. Cavin St. · Ligonier, IN 46767**

**The board met in executive session prior to the public meeting.**

**Call to order by Mayor Earle Franklin**

**Roll Call**

Present: Board Members Tom Janes, Ronny Terry, and Mayor Earle Franklin  
City Attorney Laura Kaufman and Clerk-Treasurer Barb Hawn

**Approval of Minutes from September 24, 2025**

***Motion to approve: Ronny Terry***

***Second: Tom Janes***

***Vote: All Ayes***

**New Business**

**Street Department – 2025 Crack Seal Quote**

A quote was provided by Pavement Solutions at the same price as the 2023 and 2024 programs, \$0.62 per square yard. The project amount is not to exceed \$50,000. Street Superintendent Mike Burdette determined which streets will be included in the crack sealing program.

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

***Second: Ronny Terry***

***Vote: All Ayes***

**Employee Matter**

Following review of an Employee Handbook violation in Executive Session, the following action was taken:

***Motion to suspend Servando Pena without pay until he completes a certified program and successfully completes all necessary tests.***

***Motion by: Ronny Terry***

***Second: Earle Franklin***

***Vote: All Ayes***

**Comments by Members of Council and Administration**

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

- Announced that Public Safety Day will be held at Fashion Farm on Saturday, October 11, 2025, from 11:00 a.m. to 4:00 p.m.
- Expressed condolences and recognized Rev. John Lutton for his years of service and commitment to the City of Ligonier. He served as a long-time Councilman and Board of Works member and made significant contributions to the community. Rev. Lutton passed away Monday evening.

**Park Director John Parrish**

- Provided an update on the parks, noting that outdoor activities are winding down for the season. Water service to outdoor restrooms will be shut off this week, and pipes will be winterized.

**City Engineer John Nelson**

- Reported that Phend & Brown is currently working on the Community Crossings Paving Project. Work will continue next week, with three streets remaining. The project is expected to be completed by mid-November.
- Noted that retainage will be held until restoration work is completed in the spring.

**Board Member Tom Janes**

- Added personal remarks in remembrance of John Lutton, sharing that he served on this board with him and spent many conversations together. He emphasized that John truly cared about the people of this community.

**Clerk-Treasurer Barb Hawn**

- Echoed previous comments in remembrance of John Lutton, noting that she had known John and his wife Johnetta for many years and worked with them in a previous position. She described them as wonderful people always willing to help others without hesitation.
- Announced that bids for trash removal will be received on October 15, 2025, at 10:00 a.m. The bids will be reviewed, and a recommendation will be presented to the board at the October 22, 2025 meeting for expected award.

**Mayor Earle Franklin**

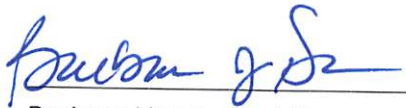
- Also recognized John Lutton, commending his selflessness and lifelong dedication to helping others throughout the community.

**Adjournment**

***Motion to adjourn: Tom Janes***

***Second: Ronny Terry***

***Vote: All Ayes***

  
Barbara Hawn, Clerk Treasurer

  
Earle Franklin, Mayor