

**Board of Public Works & Safety
and Park Authority Meeting
Wednesday, December 10, 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 and Mayor Earle Franklin

Absent: Board Member Ronny Terry

Also Present: City Attorney Laura Kaufman and Clerk-Treasurer Barb Hawn

Approval of Minutes from November 26, 2025

Motion to approve: Tom Janes

Second: Earle Franklin

Vote: All Ayes

Citizens Comments

Name & Address: Nancy Davidson, 664 West Cromwell Road, Kimmell, IN 56760

Provided and read a letter to board members regarding the Farmer's Market.

Mayor Franklin – working on rules and regulations for the 2026 Farmer's Market and relocation.

New Business

Fire Department – Rescue Gear Quote

Chief Weaver provided a quote for gear (rescue coats and pants) from Nowak at \$1,727.57 per set. He needs to order six sets for a total of \$6,910.28. This is in the 2026 capital budget.

Motion to approve: Tom Janes

Second: Earle Franklin

Vote: All Ayes

Police Department – Car Replacement

Chief Shearer received quotes to replace the wrecked squad car which was totaled and the car in the 2026 capital budget at \$52,997.72 each. One is an outright purchase. We have 20,000 appropriated and will use a balance of another appropriation account. About \$27,000 will be received from the insurance. Would like to order now for early to mid-year 2026 receipt. We will also trade in one car, which will slightly reduce the cost of one car.

Motion to approve: Tom Janes

Second: Earle Franklin

Vote: All Ayes

Police Department – Spillman Agreement with Noble County

Noble County Sheriff's Department provided a maintenance agreement for the use of the Spillman Public Safety Records System in the amount of \$6,348.72 for October 2025 through September 2026. It will be annual going forward.

Motion to approve: Earle Franklin

Second: Tom Janes

Vote: All Ayes

Wastewater Treatment Plant – Employee Pay Increase Request

Superintendent Benjamin Glowinski requested a 50 cents per hour increase for Jaylun Shaffer as he has successfully completed 90 days of service, doing a commendable job. Retroactive to 12-08-2025.

Motion to approve: Tom Janes

Second: Earle Franklin

Vote: All Ayes

WWTP – IDEM Required Clarifier Clean out

Superintendent Benjamin Glowinski advised that IDEM has issued a requirement for cleaning out of the clarifier. The cost per hour is \$300/hour, with 5 hours of driving time. They are unable to give a full quote, but it is anticipated that it will take two days to complete.

Motion to approve: Earle Franklin

Second: Tom Janes

Vote: All Ayes

WWTP – Generator Repair Quote

Superintendent Benjamin Glowinski provided a quote for repair of the generator at the Lincolnway Lift Station From Herrman & Goetz at a cost of \$9,880.00. It is imperative that the generator be in working condition as this is the main lift station for the city.

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DEPARTMENT OF CHEMISTRY

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Motion to approve: Earle Franklin

Second:

Vote: All Ayes

Park Department – Heat at Pettit Park Pavillion Restrooms

Park Director John Parrish provided quote to put baseboard heaters in the restrooms at the Pettit Park Pavilion to be able to use them year-round. Walls and ceiling do have some insulation.

Airgood Electric \$1,560.64

Todd Winegardner \$4,323.00

He recommended the job be awarded to Airgood Electric.

Motion to approve Airgood Electric’s quote of \$1,560.00: Tom Janes

Second: Earle Franklin

Vote: All Ayes

Phend and Brown – Pay Application #2 – Community Crossings Project

The pay application was reviewed by John Nelson of VS Engineering who recommended approval. The total amount due at this time is \$318,672.59 for completed work. The completion will be done in the spring. We still have \$101,771 in retainage.

Motion to approve: Earle Franklin

Second: Tom Janes

Vote: All Ayes

Comments by Members of Council and Administration

Public Safety Director/Police Chief Bryan Shearer

- Reported on the department’s “No Shave November” initiative. Officers are allowed to participate throughout November—or year-round—with a contribution of \$20 per month, which goes toward adopting a family for the holidays. A total of **\$2,770** was raised for 2025. The department adopted a family of four. The School Resource Officer, Detective, and Department Secretary took children from the primary school to shop for the adopted family, and an additional group contributed more funds during the outing.
- Expressed gratitude for what the community has, noting that Ligonier is an amazing place with supportive people, strong benefits, and good equipment. Stated that the employees are “good people doing the right things for the right reasons.” On behalf of the staff, he thanked the Council for their continued support and acknowledged how fortunate the City is to have the team it has.

Street Superintendent Mike Burdette

- Recognized and thanked the Water and Sewer Departments for their assistance with recent snow removal efforts.

Water Superintendent Jeff Boyle

- Reported a generator issue caused by a NIPSCO power outage that blew a microswitch. The repair was made immediately, as the department could not wait; a bill is forthcoming.

Building Inspector Elroy Mast

- Announced his plans to leave his position at the end of the year but stated he will not leave the City without support and will help as needed until a replacement is found.
- Noted he has been with the City for 2½ years and often compliments the way the City runs. Stated that challenges arise unexpectedly, but he appreciates how well the administration manages them.
- Shared that Ligonier is, in his view, “no greater place to live,” and expressed appreciation for the opportunity to serve. He stated that one area needing attention is the downtown district and expressed hope that revitalization will continue and attract new businesses and people. He fully supports the efforts being made.

Board Member Tom Janes

- Commented that there is “nothing like Ligonier,” noting he has lived here for over 70 years.

Clerk-Treasurer Barb Hawn

- Provided an update on trash service. Let the board know that letters noting the changes were sent to City residents yesterday.

Mayor Earle Franklin

- Reported he attended a community celebration in partnership with Be Noble and the Noble County Community Foundation, focused on building relationships with the Hispanic community and bringing the community together.
- Shared information about a project to install banners celebrating America’s 250th anniversary, featuring local veterans. The local Lions Club has committed to covering \$1,627, the total cost of the banners. The plan includes banners on both sides of 20 poles, recognizing 40 veterans.
- Will be attending a meeting with Northeast Indiana Solid Waste and will get an update on progress of repairs to our fence which they damaged at the compost site. Quotes for the repairs have been received.

1. The first part of the document is a letter from the President of the United States to the Congress, dated January 1, 1863.

2. The second part is a report from the Secretary of the Treasury, dated January 1, 1863.

3. The third part is a report from the Secretary of the Interior, dated January 1, 1863.

4. The fourth part is a report from the Secretary of the Navy, dated January 1, 1863.

5. The fifth part is a report from the Secretary of the War, dated January 1, 1863.

6. The sixth part is a report from the Secretary of the State, dated January 1, 1863.

7. The seventh part is a report from the Secretary of the Army, dated January 1, 1863.

8. The eighth part is a report from the Secretary of the Marine Corps, dated January 1, 1863.

9. The ninth part is a report from the Secretary of the Coast and Geodetic Survey, dated January 1, 1863.

10. The tenth part is a report from the Secretary of the Smithsonian Institution, dated January 1, 1863.

11. The eleventh part is a report from the Secretary of the United States Mint, dated January 1, 1863.

12. The twelfth part is a report from the Secretary of the United States Land Office, dated January 1, 1863.

13. The thirteenth part is a report from the Secretary of the United States Patent Office, dated January 1, 1863.

14. The fourteenth part is a report from the Secretary of the United States Court of Claims, dated January 1, 1863.

15. The fifteenth part is a report from the Secretary of the United States Court of Appeals, dated January 1, 1863.

16. The sixteenth part is a report from the Secretary of the United States Supreme Court, dated January 1, 1863.

17. The seventeenth part is a report from the Secretary of the United States District Court, dated January 1, 1863.

18. The eighteenth part is a report from the Secretary of the United States Circuit Court, dated January 1, 1863.

19. The nineteenth part is a report from the Secretary of the United States Supreme Court, dated January 1, 1863.

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31. The thirty-first part is a report from the Secretary of the United States Supreme Court, dated January 1, 1863.

32. The thirty-second part is a report from the Secretary of the United States Supreme Court, dated January 1, 1863.

Adjournment
Motion to adjourn: Tom Janes
Second: Earle Franklin
Vote: All Ayes


Barbara Hawn, Clerk Treasurer


Earle Franklin, Mayor

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