

**Board of Public Works & Safety Meeting
Wednesday, November 28, 2012 - 1:30 p.m.
Ligonier City Hall · 103 W. Third St. · Ligonier, IN 46767**

Call to order by: Mayor Fisel

Roll Call

Present: Board Members Tom Janes, Earle Franklin, and Mayor Patty Fisel
City Attorney Steve Hagen and Clerk-Treasurer Barb Hawn

Minutes from previous meeting of November 14, 2012

Motion to approve by: Tom Janes Seconded by: Earle Franklin Vote: All Ayes

Citizens Comments

Bob Scott, 403 NW Passage Trail, Fort Wayne

Bob spoke on behalf of his property at 315 South Cavin Street. The property reverted back to him and the former tenant left a utility bill. The billing summary for the property was available for review by the board. Bob asked the BOW for credit of the penalties as a courtesy to the property owner as he was not the party who incurred the bill. He also questioned the final billing as there was no consumption. It was explained that until service is disconnected, a minimum bill is sent for usage from 0-300 cubic feet. Discussion resulted in the following:

Motion that the current bills stand as is by: Patty Fisel

The motion died for a lack of a second

Further discussion then followed. Board member Tom Janes stated he felt the penalties should be credited but as the topic of the final billing is a City policy and prior requests for the same type of credit have been denied, he felt that the bill should not be adjusted further.

Motion to forgo the penalties on the bills for Bob Scott by: Tom Janes

Seconded by: Earle Franklin Vote: Aye – Tom Janes, Aye – Earle Franklin, Nay – Patty Fisel

John Pettit, 402 Ravine Park Drive, Ligonier

John thanked everyone for their assistance at the recent tree lighting ceremony at Pettit Park

Byron and Marilyn Fought, 505 Rear Smith Street, Ligonier

The Foughts have a rental property at 401 East 5th Street. They were left with a bill by a former tenant and feel that they were double billed. All necessary information was not available for review by the board resulting in the following:

Motion to take the request for adjustment by the Foughts under advisement and get back to them at a later date by: Patty Fisel Seconded by: Tom Janes Vote: All Ayes

Unfinished Business – None

New Business

- **Street department Job Description Update**

To be in line with other department's requirements for a CDL license, a proposed job description change for street department positions offering a 90 day period for a new employee to obtain a CDL rather than have the CDL at the start of the position was proposed.

Motion to change the requirement for a CDL for street department personnel to 90 days after hire by: Tom Janes ***Seconded by: Earle Franklin*** ***Vote: All Ayes***

Department Heads and Members of Administration

City Engineer Rick Pharis: A wage rate hearing for the paving project has been requested for December 17. The City representatives are Bryan Shearer, Tom Janes, and John Mangona. The meeting will either be at City Hall or the County Courthouse.

The fire station project is out for quotes. Requests were sent to four contractors and are due by December 10. The NE project is scheduled for completion by the end of January 2012 except the SR 5 portion which is waiting for an INDOT permit. Patching of streets is being done and the paving program will repave in the spring. Rick has requested larger arials on the fiber optic project.

Rick will check with Stan Lemieux regarding the fence required for the parking lot at the Catholic church.

Street Superintendent Mike Burdette: Rick Johnson is retiring in April 2013. Mike would like to hire a part-time person. Rick would be willing to stay on part-time. Further information regarding a job description and need will be addressed and available at a future meeting.

The crack sealing of the streets is currently in process.

Building Inspector Earle Franklin: Final inspection was done at Casey's which is expected to open on December 5.

Mayor Patty Fisel: The Mayor stated that Home Serve is again sending letters to residents regarding service contracts for their home pipes and lines. She reiterated that this is not City sponsored but basically an insurance policy with a third party service for pipes which are homeowner's responsibility.

Adjournment

Motion to adjourn by: Tom Janes ***Seconded by: Earle Franklin***