

**Board of Public Works & Safety Meeting  
Wednesday, August 14, 2013 - 1:30 p.m.  
Ligonier City Hall · 301 S. Cavin 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, City Engineer Rick Pharis, and Clerk-Treasurer Barb Hawn

**Minutes from previous meeting of July 24, 2013**

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

***Second: Earle Franklin***

***Vote: All Ayes***

**Citizens Comments – None**

**Bid Opening – Sidewalks on North Cavin Street**

Four quotes for sidewalk replacement on North Cavin Street were received. Sealed quotes were opened by City Engineer Rick Pharis.

1. Yaw Construction, Goshen, IN	\$21,580
2. Garcia Concrete, Fort Wayne, IN	\$31,275
3. Pete's Construction, Wolcottville, IN	\$33,120
4. Niblock Excavating, Bristol, IN	\$32,860

A recommendation to take quoted under advisement was made by Pharis who also asked that the board give Mayor Fisel permission to accept the bid based on his review and recommendation. This was made into a formal motion.

***Motion to take quotes under advisement and allow Mayor Fisel to accept the bid recommended by City Engineer Rick Pharis after his review of said quotes: Patty Fisel***

***Second: Earle Franklin***

***Vote: All Ayes***

**Unfinished Business**

▪ **Bid Award – 2013 Paving Project – Gerber Street**

The bid for Gerber Street paving was tentatively awarded to Niblock Excavating in a previous meeting.

***Motion to award bid for Gerber Street Paving Project to Niblock Excavating in the amount of \$134,400 and allow Mayor Fisel to execute the necessary documents: Patty Fisel***

***Second: Earle Franklin***

***Vote: All Ayes***

**New Business**

▪ **Republic Services – Garbage Collection Contract for 2014**

Jim Smith is the City's new rep for Republic Services (National Servall) replacing Bob Young who retired earlier this year. Jim was present asking to extend the contract for residential garbage pick-up at a 2 ½ % increase from \$12.38 to \$12.68 per home. The costs for the Citywide clean up would remain the same.

***Motion to accept the Republic Services contract at a 2 ½% increase (\$12.68 per residential home) with Citywide clean up costs remaining the same: Tom Janes***

***Second: Earle Franklin***

***Vote: All Ayes***

▪ **API Construction – Invoice for Paving on SR5**

Invoice for the paving on SR5 on the north side was presented for payment totaling \$127,587.50.

***Motion to approve payment to API Construction in the amount of \$127,587.50: Patty Fisel***

***Second: Tom Janes***

***Vote: All Ayes***

▪ **Niblock – Charge Order #1 – 2013 Paving Program (north side)**

Change order #1 in the amount of \$26,720 for additional work as requested by Street Superintendent Mike Burdette was presented. There was a deletion of milling and addition of resurfacing. The amount is within the 10% allowance and funding is available for the change.

***Motion to accept change order #1 from Niblock in the amount of \$26,720 for a total contract cost of \$201,320:***

***Tom Janes***

***Second: Earle Franklin***

***Vote: All Ayes***

▪ **Street Dept. – M Stoner CDL**

Michael Stoner passed his CDL and Street Superintendent Mike Burdette asked the board to consider a pay raise of \$1.00 per hour effective at the beginning of the next pay period. Mike added that Stoner is doing a very good job in his new position in the street department.

***Motion to allow a \$1.00 per pay increase to Michael Stoner effective at the beginning of the next pay period:***

***Patty Fisel***

***Second: Earle Franklin***

***Vote: All Ayes***

▪ **Police Department - Reserve Addition Request**

Police Chief Bryan Shearer asked the board for permission to add two officers to the reserve roster, James Wood and Jeffery Thieme.

***Motion to accept James Wood and Jeffery Thieme to the police reserve force: Tom Janes***

***Second: Patty Fisel***

***Vote: All Ayes***

▪ **Customer Request for Utility Bill Adjustment**

Betty Peterson of Martin Street asked for a sewage adjustment on her bill for an outside hose which was left on overnight. Tim Buchanan of the Water Dept. verified that the hose was left on and water went on the ground and not through the sewer. The requested adjustment is \$54.07

***Motion to allow the adjustment to the sewage bill of Betty Peterson: Earle Franklin***

***Second: Tom Janes***

***Vote: All Ayes***

▪ **Water Write Offs**

A request for write off of several water accounts was presented by Clerk-Treasurer Barb Hawn. The write offs were balances left on the water portion of the bills of properties that had been liened and collected.

***Motion to allow the write off of account list presented totaling \$537.26: Patty Fisel***

***Second: Earle Franklin***

***Vote: All Ayes***

▪ **Just Energy Contract**

It was discovered that the former clerk-treasurer entered into a contract in 2009 with Just Energy for natural gas service at a guaranteed cost for five years. The cost far exceeds the going rate. There is a fee to terminate the contract for the city's ten accounts of \$4,066. Estimating the going rate of gas versus the fixed fee for the estimated usage, the city would still realize a savings of over \$5,000 to terminate the contract.

***Motion to accept the buyout of the City's contract with Just Energy: Patty Fisel***

***Second: Tom Janes***

***Vote: All Ayes***

**Department Heads and Members of Administration**

***Fire Chief Jeremy Weaver:*** Jeremy asked the board to approve the addition of Michael White to the volunteer fire department:

***Motion to allow the addition of Michael White to the volunteer fire department roster: Patty Fisel***

***Second: Earle Franklin***

***Vote: All Ayes***

*Street Superintendent Mike Burdette:* Niblock will complete the paving program on the north side on Friday. API will complete the paving project on Main/Martin on Thursday. Both companies have done a really good job. The Gerber Street project will begin the first part of September.

*Police Chief/Public Safety Director Bryan Shearer:* Bryan brought the board up to date on the additional SRO officer at WNSC. It is basically on hold pending application of a grant for funds to assist payment of the officer. The SRO at WN Primary will continue with the school paying 50% of wages and benefits.

*WWTP Superintendent Mark Schultz:* The street department assisted in hauling sludge and land application. Another application is planned for October. John Layman started in the Stormwater Department on August 5. Effluent testing by an outside lab was done and results sent to IDEM.

*Building Inspector Earle Franklin:* Two new home permits were recently issued. An inquiry on the Martin Street property owned by the city was received. Inquiry on zoning on the Movie Gallery building was received.

*Board Member Tom Janes:* Tom asked for an update on the We Care Clinic. Clerk-Treasurer Barb Hawn informed the board that a meeting had just been held with We Care representatives who provided a proposal based on participation of three companies. At this point, the cost is more than what the city could afford based on start up fees. The other possible participants are not sure they would be able to make the investment either. Further information is still required. If we could get participation from the WNSC or another larger employer, it would make the project more feasible.

*Clerk-Treasurer Barb Hawn:* The audit was completed on Monday. An exit conference will be held in the next few weeks. The budget was completed and presented to council. Approval to advertise was given. Council will be approving the Ligonier Public Library budget this year since their bonding will put them over the maximum growth quotient and they have an appointed board. Their budget must be approved by an elected board.

*City Engineer Rick Pharis:* Cripe Excavating is subcontracting the completing of the backwash tank with Star Excavating from Huntington. They should resume the project in approximately one week. Tenneco is expanding parking lots and will require a permit from the city. Rick has been in contact with them and will need drawings from the contractor to be sure there are no drainage issues onto Gerber Street.

**Mayor Fisel's Comments – None**

**Adjournment**

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

***Second: Patty Fisel***