

**Board of Public Works & Safety Meeting
Wednesday, January 8, 2014 - 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 and Clerk-Treasurer Barb Hawn

Minutes from previous meeting of December 11, 2013

Motion to approve: Earle Franklin Second: Tom Janes Vote: All Ayes

Citizens Comments – None

Unfinished Business – None

New Business

▪ **City Attorney Steve Hagen – Contract for 2014**

As prices had not been raised in two years, the new contract for 2014 includes a 3.5% increase over the 2013 rates for a total of \$191.50 per hour.

Mayor Fisel complimented Steve for the work he does for the city and then offered the following:

Motion to approve the 2014 City Attorney contract as presented: Patty Fisel

Second: Tom Janes Vote: All Ayes

▪ **City Engineer Rick Pharis – Contract for 2014**

Lou Savka, Jim Frazell, and Rick Pharis were in attendance on behalf of Triad Associates, the city's engineering firm. A new contract for City Engineer Rick Pharis was available for approval. The rates were held from the prior year.

Mayor Fisel complimented Rick as well as Triad for the work the engineers do for the city.

Motion to approve the 2014 City Engineer contract as presented: Tom Janes

Second: Earle Franklin Vote: All Ayes

▪ **Engineering Services Agreement – Stormwater Planning Grant**

The city was awarded a storm water planning grant. The contract for engineering services to create the storm drainage plan was presented. The grant covers 90% of the cost.

Motion to approve the engineering services agreement for the storm drainage plan: Patty Fisel

Second: Tom Janes Vote: All Ayes

▪ **Engineering Services Agreement – Water Dept. PER**

A preliminary presentation for upgrades necessary at the water treatment was presented by Lou Savka of Triad. A PER (Preliminary Engineering Report) is necessary prior to requesting funding from the State Revolving Fund (SRF). The cost of the PER is \$20,000 for the project. The plan also calls for a grant through OCRA and a grant administrator will need to be selected.

Motion to approve the engineering services agreement for a PER on the water department project at a cost of \$20,000: Patty Fisel Second: Tom Janes Vote: All Ayes

- **New Employee – WWTP**

Interviews to fill the vacancy at the waste water treatment plant were held by WWTP Superintendent Mark Schultz and Mayor Fisel. Mark Schultz recommended Robert Kline be hired. He was impressed with his computer skills and he does have some college. He recently relocated to the area and lives in Kendallville. Mayor Fisel recommended Daniel Shull be hired. She noted the job is a physical job and Dan would be able to meet the requirements. He has previous experience in water treatment. Dan lives in Ligonier. Discussion led to the following:

Motion to hire Daniel Shull at \$12.00 pending pre-employment testing allowing 90 days to acquire the necessary Commercial Driver's License (CDL): Patty Fisel

Second: Earle Franklin

Vote: All Ayes

Department Heads and Members of Administration

- *Public Safety Director/Police Chief Bryan Shearer*

A 2008 Crown Vic police car with 108,000 miles is in need of repairs amounting to over \$3,000. He would like to replace the vehicle and asked permission to meet with the Clerk-Treasurer regarding available funding.

Motion to allow Chief Shearer to meet with the Clerk-Treasurer regarding funding to replace the police vehicle: Patty Fisel

Second: Earle Franklin

Vote: All Ayes

- *Water Superintendent Jeff Boyle*

The extreme cold and snow storm have caused a few problems. Only one leak has been reported so far. As other come up they will be taken care of. There was a power outage at the well field. The generator did its job during the outage.

- *Building Inspector Earle Franklin*

Kudos to the plowing team for the excellent job on clearing the streets during the recent snow storm.

- *Board Member Tom Janes*

Tom also thanked the plowing team for the excellent job on the streets, commenting that the county still has roads that are not touched.

- *Clerk-Treasurer Barb Hawn*

Thanks for the job on the streets. It is much appreciated. The city's facebook page was used during the storm to keep the public informed and it seemed to work well.

Mayor Fisel's Comments

- Thanks to everyone for their efforts during the snow emergency. The departments work well together and the city also worked well with the county. Mick Newton kept us informed on the county level.
- Bob Murphy has cleared another hurdle on the grant for the garment building demolition and we should be able to file the grant paperwork soon.
- Happy New Year. Look forward to a good year. Industry is still expanding. Appreciate the support of our department heads and city employees.

Adjournment

Motion to adjourn: Tom Janes

Second: Earle Franklin