

Board of Public Works & Safety Meeting
Wednesday, May 11, 2016 - 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 April 27, 2016 (Meeting and Executive Session)

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

New Business

LD Docsa – Pay Application #14

Pay application #14 from LD Docsa in the amount of \$167,156.19 was received. Jonathan Moen of Triad recommended for payment.

Motion to approve Pay Application #14 from LD Docsa in the amount of \$167,156.19: Tom Janes
Second: Earle Franklin Vote: All Ayes

HR Unlimited – Policy Manual Update Proposal

A proposal to update the city's employee policy manual was received in the amount of \$3,500. HR Unlimited prepared the policy manual in 2012, with the last revision in 2014. Updates are recommended every two years to keep up with the ever changing HR law. The proposal asks for \$1,750 deposit with the remaining \$1,750 at completion.

Motion to approve the proposal of \$3,500 to HR Unlimited for the manual update: Patty Fisel
Second: Earle Franklin Vote: All Ayes

Police Dept. – Part Time Application

Chief Shearer would like to add Jeffrey Thieme, a current police reserve, to the part-time staff. Bo Lutton will be leaving the part-time staff to take a full-time with the Goshen PD.

Motion to hire Jeffrey Thieme as a part-time police officer: Tom Janes
Second: Earle Franklin Vote: All Ayes

Department Heads and Members of Administration

Street Superintendent Mike Burdette

- Garcia, a sub-contractor for API, is putting curbs and sidewalks in on Third Street.

Public Safety Director/Police Chief Bryan Shearer

- West Noble School Corporation agreed to pay \$34,500 for the SRO at West Noble Primary for the 2016-2017 school year, without a five year contract as originally proposed. This is approximately one half of salary and benefits. They initially wanted a five year contract

Water Superintendent Jeff Boyle

- The site visit with OCRA on the water grant went well. We are working with new people from Region 3A as Kristine Christlieb left the company.

WWTP Superintendent Don Skinner

- Updates on the construction project and pumps were provided.
- The Vactor truck will require repairs.

Building Inspector/Board Member Earle Franklin

- A permits for a new home at the edge of the city was issued.

Mayor Fisel's Comments

- Thanks to Jeff Boyle for setting up safety classes for the city employees.
- Due to the timing of the water grant application, the council meeting of June 13 will be moved to June 6 to hold the public hearing. Letters of support are needed.

Adjournment

Motion to adjourn: Patty Fisel

Second: Tom Janes