

**Board of Public Works & Safety
and Park Authority Meeting
Wednesday, May 22, 2024 – 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, Ron Terry, and Mayor Earle Franklin

City Attorney Jack Birch and Deputy Clerk Robin Galloway

Arriving Late: Clerk-Treasurer Barb Hawn

Minutes from previous meeting of

Motion to approve: Tom Janes Second: Ron Terry Vote: All Aye

New Business

Magallanes – Request for Sewer Adjustment for Pool Fill

Diego Magallanes of 493 Park Meadow filled a pool in April and did not call the utility office until after the billing was sent. He is asking for a sewer adjustment of \$256.25, the difference in the amount billed and his average bill.

Motion to approve: Earle Franklin Second: Ron Terry Vote: All Ayes

Espinoza – Request for Compensation for Damage

WWTP Superintendent Kenny Sprague spoke about this issue. Mr. Espinoza was travelling on Cavin Street and drove over a utility hole. The utility hole cover was not locked in place and caused damage to Mr. Espinoza's vehicle. The estimate from BZ Automotive Group for the repair is \$1,244.27. He is asking for compensation to pay for the repair.

WWTP Superintendent Kenny Sprague recommended the board approve the payment.

Motion to approve: Tom Janes Second: Ron Terry Vote: All Ayes

Niblock – Notice to Proceed – 2023-2 Community Crossings and Alternate #1

When the contracts for the 2023-2 Community Crossings and Alternate #1 projects were signed, the notice to proceed forms were not processed. Triad prepared the forms and City Engineer Rick Pharis recommended the board approve and allow Mayor Franklin to sign them.

Motion to approve: Tom Janes Second: Ron Terry Vote: All Ayes

Wagner-Meinert – Quote for Air Conditioner at City Hall

One of the air conditioner units at City Hall is not working, the compressor is out and is unable to be repaired. The other unit is working but is having issues and was repaired last year. Both are the age of the building, 20 years old. Wagner-Meinert provided a quote of \$12,823.55 to replace one unit. IT-Facilities Director Gary Cox is recommending we go ahead and replace both units for a total of \$25,647.10. Clerk-Treasurer Barb Hawn verified with our accountants that we should use the funding budgeted for another project that will not take place until next year, and we can budget for that project again next year.

Motion to approve: Earle Franklin Second: Ron Terry Vote: All Ayes

Comments by Members of Council and Administration

Fire Chief Jeremy Weaver

- The Fire Department sold pork burgers at the Third Saturday Event, Cars and Coffee, sponsored by Main Street Ligonier and did very well.

Street Superintendent Mike Burdette

- City Cleanup went pretty well with minor hiccups.

Public Safety Director/Police Chief Bryan Shearer

- We have two people retiring, one from the Police Department and one from the Fire Department. We have applicants for both positions and will be doing interviews in an Executive Session on May 30. We would like to send both people to St. Vincent Health for their PERF physicals prior to their start date in hopes of having the approvals back by their start date so both the pension date and start date will be the same.

Motion to approve the PERF Preapproval process before hiring: Tom Janes

Second: Ron Terry Vote: All Ayes

- The Police Department will participate in the June Third Saturday sponsored by Main Street Ligonier. Thanks to the Street Department for helping with cleaning up.

Water Superintendent Jeff Boyle

- We completed a water tap for another house in the Park Meadow development.

WWTP Superintendent Kenny Sprague

- So far, the plant project is going well.

Park Director John Parrish

- We just finished the soccer program; baseball is starting soon.
- We have been working on repairs at the Splashpad and power washing the concrete. It will open on the Friday before Memorial Day as it has in the past, from Noon to 8:00 pm daily through Labor Day weekend. Thanks to the Street, Water, and WWTP Departments for their help.

Building Administrator Elroy Mast

- The burn-out house at 303 South Martin should be torn down within the next couple of weeks.
- Family Express hired a new project manager, and the development is being held up with some changes by Family Express. They anticipate starting sometime in the next month.

City Engineer Rick Pharis

- We are working with Kenny on drainage issue at a residence on West Miller Street.

Clerk-Treasurer Barb Hawn

- Received the Hold Harmless agreement from City Attorney Birch, and Main Street Ligonier completed the form as well as providing their certificate of insurance. Stated that we should be requiring this from other non-city sponsored events as per the class she attended at the ILMCT Academy in March. There was discussion as to which groups fall under this. We currently allow Makers Market, the Mexican Independence group, and the Marshmallow Festival to hold events. The Marshmallow Festival does have their own insurance. It was decided to discuss it further at a later time.

Mayor Earle Franklin

- We are Looking to AIM for our city health, dental, vision, and life insurance. The rates should allow us an overall decrease in our rates with their PPO and HSA options. We will be meeting with our current broker today and should be able to decide based on their renewal rates.
- We have interviewed two developers for the new housing addition. We should have further information soon. We hope the project will begin next spring.
- There was a good crowd for Main Street Ligonier’s Third Saturday Event, Cars and Coffee and it was pretty successful.


Adjournment

Motion to adjourn: Tom Janes

Second: Ron Terry

Vote: All Ayes


Barbara Hawn, Clerk Treasurer


Earle Franklin, Mayor