

**Board of Public Works & Safety
and Park Authority Meeting
Wednesday, June 12, 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 Clerk-Treasurer Barb Hawn

Minutes from previous meeting of May 22, 2024 and Executive Session of May 30, 2024

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

New Business

Police Department – Recommendation for Full-Time Hire

Leslie Ware will be retiring from the Police Department on June 21, 2024. Two prospective employees were interviewed in the executive session on May 30, 2024. Police Chief/Public Safety Director Bryan Shearer recommended that the board hire Andrew Skaggs to the open full-time position pending all PERF testing. Will be probationary for the first year. The first day will be July 1, 2024.

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

Fire Department – Recommendation for Full-Time Hire

Dolph Hursey will be retiring from the Fire Department on July 31, 2024. Three prospective employees were interviewed in the executive session on May 30, 2024. On behalf of Fire Chief Weaver, Police Chief/Public Safety Director Bryan Shearer provided his recommendation that the board hire Joshua Snyder to the open full-time position pending all PERF testing. Will be probationary for the first year. The first day would be August 1, 2024.

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

Park Department – Niblock Pay Application #3 for Pickleball Courts

Pay Application #3 was received from Niblock for the final finishes on the Pickleball Courts. The final payment due is \$12,187.50. Park Director John Parrish recommended approval for payment.

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

Wastewater Treatment Plant – KML Quote for Chemicals

The Wastewater Treatment Plant uses the chemical KML 7104 to reduce phosphorus. When purchased in 55-gallon drums (615 pounds), the cost is 599.90 or .98 per pound. We use 55 gallons per week. When purchased in bulk at a full tanker load (45,000 pounds), the cost is \$35,550 or .79 per pound. Purchased in volume, there are substantial savings. Kenny Sprague of the Wastewater Treatment Plant recommended proceeding with the bulk purchase.

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

Fire Department – Flaim Trainer Quote

Fire Chief Weaver provided a quote from W.S. Darley Co. for the one-year license for the Flaim Trainer at \$6,500. This software agreement is in the capital plan.

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

Fire Department – Request to Add Part-Time Firefighters

On behalf of Fire Chief Weaver, Police Chief/Public Safety Director Bryan Shearer presented a request to add the following Volunteer Firefighters to the Part-Time Firefighter pool: Jacob Snyder and Michael White.

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

Police Department – Part Time Police

Police Chief/Public Safety Director Bryan Shearer asked to change the status of Jacob Snyder to Part-Time Police from Reserve.

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

Police Department – Part Time Police

Police Chief/Public Safety Director Bryan Shearer asked to add Joseph Handshoe, a retired officer, to our Part-Time police staff.

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

Fire Department – Request to Add Volunteer Firefighter

On behalf of Fire Chief Weaver, Police Chief/Public Safety Director Bryan Shearer presented a request to add Andrea Weaver to the Volunteer Firefighters. She is currently in the EMT Class and has her Fire 1 and Fire 2 certifications.

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

Water Department – Quotes for Paving Repairs

Two quotes were received for pavement repairs due to water line digs.

Niblock Excavating	\$17,145.00
Pulver Asphalt Paving	\$6,840.00

Water Superintendent Jeff Boyle recommended using Pulver Asphalt Paving. This covers five patches. There was an additional dig this week and we would also like to have them fix that as well while they are here.

Would like to approve up to \$7,500 for repairs to include the additional needed repairs.

Motion to approve: Tom Janes

Second: Ron Terry

Vote: All Ayes

Amy Hastings – Utility Bill Adjustment Request

Amy Hastings had a toilet leak that went on the ground under her mobile home. Water Department employees verified there was visible water damage. She is asking for a sewage adjustment in the amount of \$99.24, the difference between her average bill and amount billed.

Motion to approve: Earle Franklin

Second: Tom Janes

Vote: All Ayes

Comments by Members of Council and Administration

Public Safety Director/Police Chief Bryan Shearer

- Was advised that the Cars and Coffee Event for June has been cancelled due to conflicts with events in other communities and the availability of food trucks, vendors, and cars may not be what we anticipated.

Water Superintendent Jeff Boyle

- Another Water Leak on Jackson – were able to repair in about two hours.
- Finishing the lead line inventory and will submit to IDEM and EPA. After their review we will need to prepare a plan for replacement.
- Working on meter replacements.
- PFAS testing will have to be done twice this year at our cost. The initial testing cost was paid by the state. We had small amounts with the initial test. Future testing will depend on the level of the next test.

WWTP Kenny Sprague

- The construction crew is making progress at the plant.

Park Director John Parrish

- The Pickleball Courts are completed, need to seed for the grass.
- Baseball started mid-May and is winding down.
- Have employees in the parks picking up and cleaning on Saturdays. The rental buildings are busy all of the time.
- Two concrete pads were installed for two swings which were donated from the Strauss family via Rotary.
- The Splash Pad opened Memorial Weekend. We repaired concrete and feel the leaks are taken care of. Everything was power washed prior to opening.
- The sidewalks and floor at Woodlawn Stone Building were installed. We added topsoil, seeded the area, and put straw down. Plants and mulch were added at the cabin.
- Future project: lateral field tiles through Woodlawn Park to get the excess water out of the park due to natural spring.
- One of our seasonal guys is off on medical leave and we are trying to keep up without him.
- July 6-7 we will close Kenney Park to seal all of the asphalt, the roads and parking lots. If there is inclement weather, the secondary dates will be at the end of July.
- We redid all of the posts at the disc golf pads at Kenney Park
- Rotary did a service project and helped to replace the glass and covers on the Story Walk around the track.
- Will be receiving a grant of around \$15,000 from a local foundation to redo the baseball fields with the proper sand and soil this fall.

Building Administrator Elroy Mast

- Second Street Burnout looks unsafe but there are a couple of walls that support the structure. The owner is in the process of selling the property and the new owner will tear the house down.
- Martin Street Burnout, the contractor was going to tear it down. They asked to have assessed for asbestos and there was asbestos. In checking the IDEM rules, the residential dwelling is not required to do so. Contacted the homeowner to let her know. She will relay the message to the contractor.

City Engineer John Nelson

- Bids will be opened for the Commerce Drive project on June 25 with plans to be awarded at the June 26 BOW-PA meeting.
- WWTP – Zacharich is moving ahead with the project at the plant.
- Community Crossing Project – Niblock started today. They will be doing demolition on 6th Street and working through a few issues. They will try to save the historical bricks for a future park project.
- Trail Project – Engineers are working on final drawings. Plan to bid in late July.
- Miller Street Homeowner Issue –work on drawings to get quote to repair for the resident having issues from a previous WWTP project.
- Amish Parking Lot – Rick Pharis is working to get a quote for repairs from Beer & Slabach and Pulver Asphalt Paving.

- Community Crossing Round 2 -2024 Project -The submittal is due next month. Working to get the street list to Jeff Boyle so he can work on the lead line prior to the project start.

Board Member Tom Janes

- Asked about plans to replace the open positions at WWTP due to the resignation of two employees. There are a couple of prospects.

Mayor Earle Franklin


- Addressed the EDC annual meeting with updates on the projects going on in Ligonier, Housing Hub project, Childcare project, and the Main Street Ligonier events.

Adjournment

Motion to adjourn: Tom Janes

Second: Ron Terry

Vote: All Ayes



Barbara Hawn, Clerk Treasurer



Earle Franklin, Mayor