Board of Public Works & Safety Meeting - Wednesday, October 12, 2011 - 1:30 p.m. - Audio Available

Call to order by: Mayor Fisel

Roll Call

Present: Board Members Bonnie Edgell, Tom Janes, and Patty Fisel, City Attorney Steve Hagen and

Clerk Treasurer Barb Hawn.

Minutes from previous meeting of September 28, 2011

Motion to approve by: Bonnie Edgell Seconded by: Tom Janes Vote: All Ayes

Citizens Comments

Gary Bishop informed the board that former police officer Bob Durham is at the VA hospital in Indianapolis recovering from surgery.

Unfinished Business - None

New Business

1. National Serv-all Contract Extension for 2012
A contract extension agreement was received from National Serv-all for 2012. A proposed 2.5% increase for a

cost of \$12.08 per resident per month.

Motion to accept the contract extension with National Serv-all for 2012 in the amount of \$12.08 per resident per month by: Tom Janes Seconded by: Bonnie Edgell Vote: All Ayes

2. Bids for College Street Paving

It was previously determined that the City would add the extension of College Street to Sunnyside on the next paving project. Niblock was contracted to pave the parking lot at Pettit Park for the Farmer's Market Pavilion. They were asked to quote the College Street job as this would prevent a separate move in fee. Their quote was \$33,682.50. Pulver Asphalt of Albion was also asked to quote the project. They came in at \$23,487.50. Question arose if their quote included the prevailing wage scale. City Engineer Rick Pharis called Pulver and they used the prevailing Noble County wage rate and will fax a copy. After discussion a motion to reject the quotes received was made by Mayor Fisel. The motion died due to the lack of a second. Further discussion led to the following motion.

Motion to accept Pulver's bid and direct City Engineer Rick Pharis to change the inlet to a manhole with an aggregate change of less than 10% in cost by: Patty Fisel

Seconded by: Tom Janes

Vote: All Ayes

3. Proposed City Sewer Use Ordinance Changes

Mark Schultz presented proposed changes to the sewer use ordinance as recommended by the Triad Engineering firm. He gave explanation of the new standards stating that the City would be shifting the costs back to the perpetrator by implementing separate surcharges. The first step in changing the sewer use ordinance is for the BOW to approve the changes in principal. Then, the changes are submitted to IDEM for approval. Upon approval from IDEM, the changes are then set in ordinance form and presented to Council for adoption.

Motion to allow City Attorney Steve Hagen to make amendments to the sewer use ordinance and submit to IDEM for approval by: Patty Fisel Seconded by: Tom Janes Vote: All Ayes

4. Infrared Scanning at WWTP

Mark Schultz presented a request to allow two days of infrared scanning at the WWTP plant as preventative maintenance. The cost is \$850 per day for a total of \$1700. He feels this will be beneficial to the operation of the WWTP.

Motion to approve the two day infrared scanning for a total of \$1700 by: Tom Janes Seconded by: Bonnie Edgell Vote: All Ayes

 Raise for Jeff Cunningham for obtaining CDL
 Jeff Cunningham, employee of the WWTP, recently obtained his CDL. Standard procedure allows for 50 cents per hour wage increase with this certification.

Motion to approve a 50 cents per hour wage increase for Jeff Cunningham for obtaining his CDL license effective 10/16/2011 by: Tom Janes Seconded by: Bonnie Edgell Vote: All Ayes

6. Utility Bill Adjustment Requests

The following utility bill adjustments were presented to the BOW

· Ligonier Telephone Company – A water softener leak was discovered. Jeff Boyle of the Water Dept. inspected and determined that the water did not go down the drain. A request to adjust the sewage portion of the bill by \$302.71 was requested.

Motion to allow a credit adjustment to Ligonier Telephone in the amount of \$302.71 by: Patty Fisel Seconded by: Tom Janes

Vote: All Ayes

· Jessica Belofi – A leak was discovered under the house. Troy Arnold of the Water Dept. inspected and verified that the water did not go down the drain. A request to adjust the sewage portion of the bill by \$194.31 was requested.

Motion to allow a credit adjustment to Jessica Belofi in the amount of \$194.31 by: Bonnie Edgell Seconded by: Tom Janes Vote: All Ayes

· Smyrna Guerrero – Ms. Guerrero purchased the home at 211 Pigeon Road as a single family residence. City records showed this as two apartments in the past. Therefore her first bill was a double bill, for two apartments. Because is now a single residence she requested an adjustment of \$52.79.

Motion to allow a credit adjustment to Smyrna Guerrero in the amount of \$52.79 by: Tom Janes Seconded by: Bonnie Edgell Vote: All Ayes

· Brian Sparkman – Water was shut off for non-payment. Mr. Sparkman paid his bill and the reconnect fee. He asked the City to waive the reconnect fee because in the 20 years he has lived here he has never had a problem in the past. After discussion it was determined that to waive the fee would not be feasible.

Motion to deny a refund of the \$30.00 reconnect fee by: Patty Fisel Seconded by: Tom Janes Vote: All Ayes

7. Vacation Pay

Previously the BOW approved moving to a January-December annual vacation pay accrual for employees as opposed to the anniversary date accrual. City Clerk Barb Hawn originally made the request in an attempt to simplify the recording of the pay. However, questions by employees arose as to a payout of current benefits. Differing opinions as to the correct amount were discussed. Hawn asked the BOW to delay the change request in order to clarify the issue.

Motion to table the vacation pay issue indefinitely by: Bonnie Edgell Seconded by: Tom Janes Vote: All Ayes

8. Sweeper for Skid Loader

Two quotes for a sweeper for the skid loader were presented by Street Superintendent Mike Burdette. The sweeper would allow the department to get leaves up to the curbs, aiding in the pickup. The WWTP and Water Dept. would also benefit from the sweeper and agreed to split the cost. The following quotes were received: True Love Brothers in the amount of \$5995 and Topeka New Holland in the amount of \$7168.

Motion to approve the purchase of the sweeper for the skid loader from True Love Brothers in the amount of \$5995 by: Tom Janes Seconded by: Bonnie Edgell Vote: All Ayes

9. IDEM Revised Proposed Agreed Order

A revised agreed order from IDEM was received on 10/11/11 with a requested response date within 15 days. The City's engineering firm has not yet reviewed the order. The order did substantially reduce the amount of the fine, to \$15,750 from the previous order of over \$35,000. The order calls for strict guidelines and concern with the ability to comply were raised by WWTP Manager Mark Schultz. Further discussion led to the following motion:

Motion to give the Mayor the authority to sign the agreed order on the recommendation of Triad Engineering by: Patty Fisel Seconded by: Bonnie Edgell Vote: All Ayes

Department Heads and Members of Administration

Water Dept. Superintendent Jeff Boyle: A monthly report for the Water Dept. was given to BOW members. Jeff requested permission to purchase new chlorine scales. Because of the corrosive nature of the chlorine, the scales are in need of replacement. The cost for the new scale is \$1935.

Motion to purchase the dual digital chlorine scales by: Patty Fisel Seconded by: Tom Janes Vote: All Ayes

Jeff and Fire Chief Jeremy Weaver met with ISO and the City's insurance rating should be good. We should receive our copy in 6-8 months. An IDEM sanitary review was done on 10/11/11. Only one minor problem was cited – a faded sign in the chlorine room which will be replaced. Liquid Engineering, the company who cleans the retention tank, offered the City a multi-year contract. Jeff is requesting that the BOW review for approval at a future meeting.

City Engineer Rick Pharis: The paving at Pettit Park for the Farmer's Market will be begin tomorrow.

Mayor Patty Fisel: The utility reports from Umbaugh were received today for the first half of 2011. At this time they are not suggesting rate increases.

Fire Inspections for the downtown buildings must be done – it is the law. She has met with state inspector Mark Shaver and he is willing to work with the fire department to help them get these inspections back on track.

Adjournment

Motion to adjourn by: Bonnie Edgell Seconded by: Tom Janes