

**Board of Public Works & Safety Meeting
Wednesday, February 24, 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 February 10, 2016

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

New Business

LD Docsa – Pay App #11

Pay application #11 in the amount of \$91,048.50 from LD Docsa for the wastewater project was presented. The figures were reviewed and recommended for payment by Jonathan Moen of Triad.

Motion to approve: Patty Fisel Second: Earle Franklin Vote: All Ayes

Department Heads and Members of Administration

Fire Chief Jeremy Weaver

- The final inspection of the new fire truck will be on March 14 and the truck will be received in late April after it is shown at the FDIC trade show in Indianapolis.

Public Safety Director/Police Chief Bryan Shearer

- Ken Schuman, Mike Burdette, Jerry Nesbit and Chief Shearer met regarding angled parking on Main Street that would affect the Library. The suggestion to change certain angled spots to parallel parking due to visibility issues coming off of Third had been made previously. Also discussed was making a 4-way stop at Third and Martin Streets due to visibility and speed issues. The suggested changes will be presented to city council on March 14 for approval prior to an ordinance making the changes official.

WWTP Superintendent Don Skinner

- The new pump was ordered and will be installed upon arrival.
- Updated the board on the project at the plant.

Clerk-Treasurer Barb Hawn

- Recently the post office has been returning mail correctly addressed to the city, to the sender. This has in certain cases caused late payments for utilities for customers who then have to again mail the items to us. Requested permission from Board to credit service charges to any customer who might incur this issue. The issue has been discussed with the postmaster who has not been able to determine a reason for the return. It is not happening at the local facility but at the sorting facility. The postmaster indicated they had the same situation with a piece of mail addressed to them being returned.

***Motion to allow the write off of services charges due to incorrectly returned mail: Patty Fisel
Second: Tom Janes Vote: All Ayes***

Adjournment

Motion to adjourn: Patty Fisel Second: Tom Janes