

**Board of Public Works & Safety Meeting
Wednesday, May 24, 2017 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 Clouse and Chief Deputy Clerk Trish Clark
Absent: Clerk-Treasurer Barb Hawn

Minutes from previous meeting of May 10, 2017

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

New Business

LD Docsa-Pay Application

Pay application #24 from LD Docsa for project costs in the amount of \$28,944.45 for the wastewater project was received. Jonathan Moen of Triad recommended payment be approved.

***Motion to approve pay application #23 to LD Docsa in the amount of \$28,944.45: Tom Janes
Second: Earle Franklin Vote: All Ayes***

Utility Credit Request for Leak

Thomas Wigent had a leak during the billing period of March 15 through April 15 that appeared on the May 2017 billing. The Water Department Operator Troy Arnold verified that the leak did not go down the drain. Mr. Wigent is requesting a credit of \$273.64 on the wastewater portion of his bill.

***Motion to approve wastewater credit of \$273.64: Earle Franklin
Second: Patty Fisel Vote: All Ayes***

New Focus HR Consulting Proposal

With many new laws Clerk Treasurer Barb Hawn had the City handbook reviewed by New Focus HR Consulting. Many recommendations were made and a proposal to make revisions and revamp the handbook. The consulting proposal is for \$3800 with a credit for the \$840 review bringing the cost to \$2960. The proposal includes an optional subscription rate of \$125 per year which includes compliance updates. Clerk Treasurer Barb Hawn is requesting approval of the proposal, also giving her permission to sign the proposal with New Focus HR Consulting.

***Motion to approve New Focus HR proposal of \$2960.00 and the yearly subscription of \$125.00 and authorize
Clerk Treasurer Barb Hawn to sign the proposal: Earle Franklin
Second: Tom Janes Vote: All Ayes***

Department Heads and Members of Administration

WWTP Superintendent Kenny Sprague

Two Wastewater Treatment Operators attended class on Monday and Tuesday. The instructor of the class also does consulting. Will research to see if it would benefit the City and bring to the board at a later date.

City Engineer Rick Pharis

Updated board on different projects in the city.

Building Inspector/Board Member Earle Franklin

Plan Commission Meeting May 5, 2017 for land splits.

City Attorney Steve Clouse

Presented proposed Contract for his employment with the City of Ligonier. Legal fees will be \$200.00 per hour billable to the nearest quarter of an hour.

Motion to approve contract for employment for attorney Steve Clouse: Tom Janes

Second: Earle Franklin

Vote: All Ayes

Mayor Fisel's Comments

Working to get a property voluntarily annexed in the City.

Adjournment

Motion to adjourn: Tom Janes

Second: Earle Franklin