



April 17, 2023
Board of Works

Present:

Mike Hartman, Mayor
Eric Johnson, Board of Works
Bob Haywood, Board of Works
Angela Eck, Clerk-Treasurer
Jimmie Eck, Fire Chief
Mike Fry, Code Enforcement
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Scott Lanning, Wastewater Superintendent
Vivian Likes, City Planner

Absent:

Mayor Hartman opened the regular session of the Board of Works at 6:30 pm at 215 South Broadway.

The minutes from the April 3rd meeting were presented. Mr. Johnson made a motion to approve the minutes and Mr. Haywood seconded the motion. The motion passed with all in favor.

Payments and Vouchers

Pay Period 3/27 to 4/9 in the amount of \$38,791.68

Vouchers for the period 3/31 to 4/16 in the amount of \$452,112.29

Mr. Haywood made a motion to approve the claims and vouchers as presented and Mr. Johnson seconded the motion. The motion passed with all in favor.

Utility Billing Adjustment Requests:

2023-22, 402 N Broadway, credit account \$40.67 due to software error

2023-23, 206 W Cherry, pool fill, credit wastewater \$50.05

Mr. Johnson made a motion to approve the adjustments and Mr. Haywood seconded the motion. The motion passed with all in favor.

Planning & Community Development

City Planner Vivian Likes reported that work at the former Butler Efficiencies is almost complete. They will be making an appointment with the Fire Chief Eck and herself to do a walk-through to make sure all of the safety issues have been addressed. They will start moving some of their workforce into the building once they receive an Occupancy Permit.



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Mrs. Likes also asked the Board to check out Facebook for postings about the Disc Golf Course.

Police Department

Chief Mark Heffelfinger reported that the new Durango was picked up last Friday. The officers are very happy with how the equipment was installed. It will be put into service once a GPS unit and car camera are installed.

Fire Department

Chief Jimmie Eck reported that his department made their first trip to the new training facility last week to do some cleanup. He also reported that new Engine 33 has been put into service and that the old one will be put up for sale soon.

Streets & Parks

Mayor Hartman presented a quote from Leathers Playground Equipment for replacement parts at South Side Park. The quote can be reduced to about \$95,500 because he has found volunteers to assist the Street Department with installation. Mayor Hartman does need to contact Leathers for updated pricing because the quote has expired. He would also like Leathers to do the final inspection for a cost of \$1500.

Water and Wastewater

Mayor Hartman presented a Change Order from LC United in the amount of \$13,420. This change is being required by IDEM in order to install a sample tap at the Water Tower. The cost will be between \$8,848 and \$13,420. It depends upon whether or not the existing conduit can be used. There was discussion about contacting other individuals at IDEM to make sure this change is truly required. Mr. Johnson made a motion to approve Change Order 1 in an amount not to exceed \$13,420 contingent upon Mayor Hartman contacting IDEM to make sure the tap is truly required. Mr. Haywood seconded the motion. The motion passed with all in favor.

Mayor Hartman presented the Notice to Proceed for LC United Painting. They would like to start work on the Water Tower in June. Mr. Haywood made a motion to approve the Notice to Proceed for LC United Painting and Mr. Johnson seconded the motion. The motion passed with all in favor.

Mayor Hartman presented a proposal from Wessler Engineering for planning and preparing a Community Crossing Grant Application in the amount of \$77,100. Mayor Hartman plans on applying for \$1,000,000 through the grant program. Mr. Johnson made a motion to approve the proposal and Mr. Haywood seconded the motion. The motion passed with all in favor.

Wastewater Superintendent Scott Lanning reported that Clarifiers 1 and 2 are both totally rehabbed and back in service. The only issue with them seems to be mercury levels that are above the allowed levels. IDEM is aware and Mr. Lanning is waiting to hear back from them.



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Mr. Lanning reported that there was a forcemain break last Thursday and he had crews on site within 20 minutes of notification. The repair went smoothly and was within SDI's timeframe. Bowen did assist with the repair.

Mr. Lanning reported that the North Broadway Project has begun and that the street is now closed. Mr. Lanning reported that the City is now without a Certified Water Operator with Eric Dohner's departure. Mayor Hartman and he are working with IDEM on the next steps. Clint Sites from Auburn has submitted a fee structure to the Mayor if we would happen to need his services. He would charge \$100 per day. IDEM has given a deadline of May 8th for a provisional operator.

Mr. Lanning also reported that the filter at the Water Plant was installed in 2010. It is past due for an inspection. He has received a quote from Peerless in the amount of \$3,500 for the inspection. Mr. Johnson made a motion to approve the quote from Peerless in the amount of \$3,500 and Mr. Haywood seconded the motion. The motion passed with all in favor.

City Attorney

City Attorney Cedric Hollabaugh reported that the City has received an application from Mr. Terry Smith to purchase a city owned lot next to his address of 400 East Liberty. The assessed valuation of the lot is \$13,200. This requires the City to obtain one appraisal in order to sell the vacant lot. Mr. Hollabaugh then explained the process that required in order to sell city owned property. Mr. Haywood made a motion to move forward with the proposed sale and Mr. Johnson seconded the motion. The motion passed with all in favor.

Mr. Hollabaugh reported that he has received the title search back on the Engineered Materials property and will be sending notice to anyone that holds interest in the property.

Mr. Hollabaugh also reported that he received the Warranty Deed for the former Humane Shelter Property. However, he has sent it back to the county because the legal description is not complete.

Mr. Hollabaugh presented a Conflict of Interest Disclosure Form from Mayor Mike Hartman to the Board of Works for their consideration. Mayor Hartman states that he owns M & S Auto Parts (Napa) and Hartman Auto Body. The Board of Works is required to approve this disclosure in order for the City to purchase from these two businesses. The information is being reported on the State Board of Accounts approved form. Mr. Haywood made a motion to accept Mayor Hartman's Conflict of Interest Disclosure and Mr. Johnson seconded the motion. The motion passed with all in favor.

Clerk-Treasurer

Clerk-Treasurer Angela Eck presented the following Special Pay Requests:



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- SRF DRF #53 to Bowen Engineering in the amount of \$70,000. Mr. Johnson made a motion to approve the disbursement and Mr. Haywood seconded the motion. The motion passed with all in favor.
- DRF #6 for Water N. Broadway to Dentons in the amount of \$10,033. Mr. Haywood made a motion to approve the disbursement and Mr. Johnson seconded the motion. The motion passed with all in favor.
- DRF #6 for Sewer N. Broadway to Dentons in the amount of \$11,500. Mr. Johnson made a motion to approve the disbursement and Mr. Haywood seconded the motion. The motion passed with all in favor.
- Stormwater Project, \$3,792 to Engineering Resources. Mr. Haywood made a motion to approve the disbursement and Mr. Johnson seconded the motion. The motion passed with all in favor.
- Stormwater Project, \$77,977.80 to Bowen Engineering for Pay App 7. Mr. Johnson made a motion to approve the disbursement and Mr. Haywood seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck asked the Board how they would like to handle billing Mike Sebert for the cleanup of trees after a semi hit his house. There is currently no ordinance in place allowing the City to invoice these types of things. There was discussion. They agreed that they would ask Mr. Sebert for a donation and have Mr. Hollabaugh do an ordinance that would allow invoicing for these types of items.

Clerk-Treasurer Eck reported that it is time to review and update the Employee Handbook. She has received an hourly rate from Shane Mulholland of \$290 per hour. He is an attorney at Burt Blee and wrote the current Employee Handbook. There was discussion. The Department Heads will send any revisions/changes to Mrs. Eck and she will compile them. A Department Head meeting will be held before sending the materials to Mr. Mulholland.

Mayor

Mayor Mike Hartman presented the following Special Event Requests:

Farmer's Market: Every Saturday, May 6 thru October
St Rd 1 Garage Sales: May 20
Hometown Heroes: May 27
Car Show at Maxton's Park: June 25
Red, White & Blue on July 1
Back to School Bash: July 9

There was discussion about the various requests and the form used.

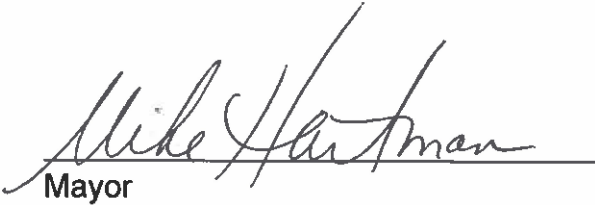


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Mr. Johnson made a motion to approve the Special Events as requested and Mr. Haywood seconded the message. The message passed with all in favor.

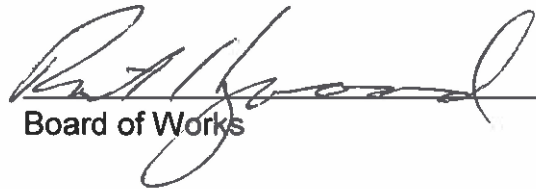
Mayor Hartman also reported that May 6th is Opening Day for Little League. They will have a parade from American Legion Post 202 to the Ball Field at 9 am.

Mr. Johnson made a motion to adjourn at 7:40 and Mr. Haywood seconded the motion. The motion passed with all in favor.


Mike Hartman
Mayor


Tim Johnson
Board of Works


Angela M. Eck
Clerk-Treasurer


Pat Haywood
Board of Works