



May 1, 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 17th meeting were presented. Mr. Haywood made a motion to approve the minutes and Mr. Johnson seconded the motion. The motion passed with all in favor.

Payments and Vouchers

Pay Period 4/10 to 4/23 in the amount of \$38,213.92

April Elected Pay in the amount of \$5,140.29

Vouchers for the period 4/15 to 5/1 in the amount of \$868,885.85

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

Utility Billing Adjustment Requests:

2023-25 for 409 N Ash, leak adjustment. Credit wastewater \$288.37

2023-26 for 136 W Cherry, clerical error. Credit account \$1,884.79

2023-27 Storm Water Utility write-offs, Does not affect cash balances

2023-28 for 443 West Main, clerical error from October. Credit account \$401.48

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



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Payment Arrangement Requests

210 W. Main, Czaja. 6-month payment plan

415 W. Erie, Miller. 6-month payment plan

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

Planning & Community Development

City Planner Vivian Likes presented a request from the owner of 110 West Main to put a dumpster behind his building, which would be on City property. There was discussion. The owner did state that the dumpster would only be there for two weeks while they cleaned out the upstairs apartment. The owner also stated that he would repair any damage to the grass if necessary. Mr. Johnson made a motion to permit the parking of a dumpster for two weeks behind the building and Mr. Haywood seconded the motion. The motion passed with all in favor.

Mrs. Likes then presented another request from the owner of 110 West Main to permit a potential tenant of the upstairs apartment to use a door on the east side of the building that he recently installed. The door opens directly into Dick Miller Park. The owner did admit that he should have gotten a permit before installing the door. There was discussion. The Board does not like the idea of the door opening directly onto City property. Mr. Johnson made a motion to deny the request to use the newly installed door on the East side of 110 West Main and Mr. Haywood seconded the motion. The motion passed with all in favor.

Streets / Parks / Water

Wastewater Superintendent Scott Lanning presented a quote from American Pump and Repair for a new monitoring system on the Water Tower at a cost of \$10,735. This change would put the Water Tower on the same monitoring system that the wastewater system is on. It will also save the City several hundred dollars per year. There was discussion. Mr. Haywood made a motion to authorize the purchase and Mr. Johnson seconded the motion. The motion passed with all in favor.

City Attorney

City Attorney Cedric Hollabaugh presented two quotes for Labor Standards on the North Broadway Project.

Kleinpeter Consulting Group	\$12,000
Lori Shipman Consulting	\$15,000

This is required by the State Revolving Fund. Mr. Johnson made a motion to award the project to Kleinpeter at a cost not to exceed \$12,000 and Mr. Haywood seconded the motion. The motion passed with all in favor.



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Mr. Hollabaugh presented an appraisal for parcel 23-07-01-354-002 on North Ash. Brown and Company appraised it at \$6,500. State Statute requires only one appraisal because the assessed value is under \$15,000. The next step is for the Board of Works to set a minimum bid price. Mr. Hollabaugh presented a sheet of estimated costs for the potential sale of the property. There was discussion. Mr. Johnson made a motion to set the minimum bid at \$6,500 and Mr. Haywood seconded the motion. The motion passed with all in favor.

Mr. Hollabaugh then asked the Board questions for the Determination Regarding the Sale of Property.

1. Yes
2. Yes
3. Yes
4. No
5. Yes

Mrs. Likes asked the Board and Mayor if they were happy with the process that was followed for the potential sale of this City owned parcel. Would they like to change the process in any way? Mayor Hartman stated that he didn't see any need to change the process at this time.

Clerk-Treasurer

Clerk-Treasurer Angela Eck reported that she has been having issues with a vendor called GoTo. It was a service that the Wastewater Utility used for remote access to the old Scada system. They have not even attempted to use it for over a year and it didn't work very well to begin with. Clerk-Treasurer Eck has been attempting to cancel it for months but GoTo refused to accept the cancellation because she didn't have the information that they required. She asked Mr. Hollabaugh to get involved to see if he could get further with it. It is now cancelled but GoTo is insisting upon being paid. Clerk-Treasurer Eck would like to refuse to pay them, but it is actually a decision that the Board of works needs to make. There was discussion. Mr. Haywood made a motion to deny payment to GoTo and Mr. Johnson seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck asked the Board to set a threshold for turning utility accounts over to collections. She would like to see that number set for at least \$100. She will bring this up again at the next meeting.

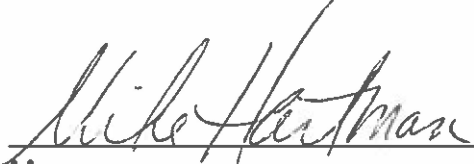
Clerk-Treasurer Eck presented Disbursement Request 7 for the Water Utility. This request is for Wessler Engineering in the amount of \$5,880. Mr. Haywood made a motion to approve the disbursement and Mr. Johnson seconded the motion. The motion passed with all in favor.

Clerk Treasurer Eck presented Disbursement Request 7 for the Wastewater Utility. This request is for Wessler Engineering in the amount of \$5,879. Mr. Johnson made a motion to approve the disbursement and Mr. Haywood seconded the motion. The motion passed with all in favor.



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Mr. Haywood made a motion to adjourn at 7:20 and Mr. Johnson seconded the motion. The motion passed with all in favor.



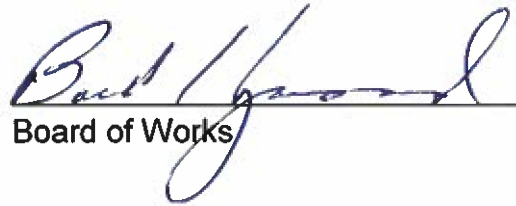
Mayor



Board of Works



Clerk-Treasurer



Board of Works