



November 6, 2023
Board of Works

Present:

Mike Hartman, Mayor
Bob Haywood, Board of Works
Mark Cline, Common Council
Angela Eck, Clerk-Treasurer
Mark Heffelfinger, Police Chief
Scott Lanning, Wastewater Superintendent
Vivian Likes, City Planner
Donald Stuckey, City Attorney

Absent:

Eric Johnson, Board of Works
Jimmie Eck, Fire Chief

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

Mayor Hartman introduced the City's new City Attorney, Donald Stuckey.

The minutes from the October 16th meeting were presented. Mr. Cline 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 10/9 to 10/22 in the amount of \$34,169.91

Payroll Claim Register for October Elected Pay in the amount of \$5,140.29

2023 Volunteer Firefighter Pay in the amount of \$49,020.11

Vouchers for the period 10/17 to 11/3 in the amount of \$1,566,774.49

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

Utility Billing Adjustment Requests:

2023-51 for 204 North Ash, outside spigot leaking. Credit wastewater \$164.98

2023-52 for 418 North Ash, outside spigot leaking. Credit wastewater \$67.48

The Engineered Materials property is now owned by the City. The previous owner had an outstanding balance of \$1,852.20 due for stormwater. Does the Board want to write-off that amount or have the City pay the balance? There was discussion.

Mr. Cline made a motion to approve the adjustments and to write-off the stormwater amount due on the Engineered Materials Property. Mr. Haywood seconded the motion. The motion passed with all in favor.



Planning & Community Development

City Planner, Vivian Likes, reported that a training session on TIF Districts was held here last Wednesday for the Redevelopment Commission, Plan Commission and Economic Development Commission. Other commissions within DeKalb County were also in attendance. The total attendance was 28 people.

Police Department

Police Chief Mark Heffelfinger reported that Trunk or Treat went well on Halloween.

Streets

Mayor Hartman presented proposals from Butler Fairman & Seufert (BF&S) in the amount of \$8,300 and USI in the amount of \$17,500 for assistance doing the PAZER Rating as required by INDOT. There was discussion. BF&S would be able to complete the work by the December 1st deadline. USI would only be able to complete the minor portion by the deadline. Mr. Haywood made a motion to approve the proposal from BF&S in an amount not to exceed \$8,300 and Mr. Cline seconded the motion. The motion passed with all in favor.

Parks

Mayor Hartman reported that Play by Design completed what they were contracted for on the South Side Park rebuild project. There are additional items such as painting and mulch that still need to be completed.

City Attorney

City Attorney Donald Stuckey reported that he has been in contact with Waste Management concerning the Board of Work's decision to put the garbage collection out to bid because of no response from them with previous City Attorney Cedric Hollabaugh. He is also trying to decipher how they calculated their CPI. He recommends that the Board continue requesting bids for garbage and recycling collection.

Clerk-Treasurer

Clerk-Treasurer Angela Eck presented the following Special Payment Requests for various projects:

North Broadway Project

Sewer Portion DRF 22	Wessler Eng.	\$1,027
Water Portion DRF 23	Wessler Eng.	\$1,026
Water Portion DRF 24	Wessler Eng.	\$7,637

Broadway Storm Sewer Project

Donohue & Associates	Invoice 13942-26	\$2,555.37
Bowen Engineering	Pay App 12	\$467,367.25

Long Term Control Plan

Bowen Engineering	DRF 59	\$15,113
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Mr. Cline made a motion to approve the special payment requests and Mr. Haywood seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck requested that the Board of Works consider allowing payment arrangements for cemetery plots. She is receiving multiple requests for payment arrangements since the price was increased to \$850 per space. Mayor Hartman stated that this is something the Cemetery Board will need to decide.

Clerk-Treasurer Eck requested that the Board of Works consider increasing the Utility Deposit amount to \$100 for water and \$100 for wastewater. Utility Clerk Colleen Hennessey recently attended a conference for Utility Billing and most utilities require the deposit to be the total of what two months of service average. There was discussion. The Board agreed to move forward with increasing the Utility Deposit to a total of \$200.

Mayor

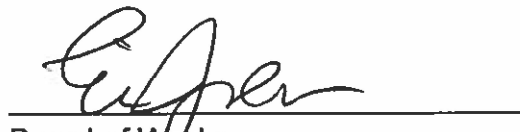
Mayor Mike Hartman presented a quote from Atlas Building Services for additional work that is needed for the exterior of City Hall. They found damage on the exterior wall of the east staircase. He called Mr. Johnson and Mr. Haywood about this additional work when it was found and asked for verbal approval from them to move forward with the repairs while Atlas was still on site performing the tuck pointing. They did give their verbal approval. The Board now needs to officially approve the additional work, even though it has now been completed. Mr. Haywood made a motion to approve the additional repairs at a cost not to exceed \$8,873 and Mr. Cline seconded the motion. The motion passed with all in favor.

Mayor Hartman presented two estimates for window replacement at the rear of City Hall. One of the windows in question was destroyed by a vandal with a skateboard. Henderson/Worman gave an estimate of \$6,822 and Custom Built by Steury gave an estimate of \$8,549.27. There was discussion. Mr. Cline made a motion to approve the estimate from Henderson/Worman at a price not to exceed \$6,822 and Mr. Haywood seconded the motion. The motion passed with all in favor.

Mr. Cline made a motion to adjourn at 6:55 pm and Mr. Haywood seconded the motion. The motion passed with all in favor.



Mayor



Board of Works



Clerk-Treasurer



Board of Works