

**BOARD OF PUBLIC WORKS AND SAFETY,
STORMWATER MANAGEMENT
MEETING MINUTES
CITY OF HARTFORD CITY, INDIANA
DECEMBER 6, 2021**

CALL TO ORDER AND WELCOME: Mayor Dan Eckstein welcomed everyone and called to order the regular meeting of the Board of Works and Public Safety at 5:00pm.

ROLL CALL: Members present were Ms. Kristi Bonewit, Ms. Pam Weiseman and Mayor Dan Eckstein. City Attorney, Brandon Murphy and Clerk-Treasurer, Dana Whatley were also present.

APPROVAL OF AGENDA: Ms. Bonewit made a motion to accept the agenda as submitted. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

APPROVAL OF MINUTES:

A.) SPECIAL MEETING OF NOVEMBER 8, 2021: Ms. Bonewit made a motion to accept the minutes of November 8, 2021 as submitted. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

B.) REGULAR MEETING OF NOVEMBER 15, 2021: Ms. Bonewit made a motion to accept the minutes of November 15, 2021 as submitted. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

APPROVAL OF CLAIMS: Ms. Weiseman made a motion to accept the claims totaling \$729,049.85 as submitted. Ms. Bonewit seconded the motion. The vote to approve was 3-0

OLD BUSINESS:

A.) WORKMAN'S COMPENSATION CLAIM FOR M.M.: HCPD Chief Crouse addressed the Board and explained that this employee's Workman's Compensation Claim has been approved by IPEP. Ms. Weiseman made a motion to approve this employee's leave through December 20, 2021. Mayor Eckstein seconded the motion. The vote to approve was 3-0.

B.) EXTENDED SICK LEAVE FOR T.W.: Mr. Williamson explained to the Board of Works that this employee has been told by the doctor that the surgery was a little more extensive than originally planned. The employee's leave is going to be extended possibly 2 more weeks than the 4 weeks leave originally expected. This employee's next doctor's appointment is scheduled for December 14, 2021 with an estimated return to work date of December 20, 2021. Mayor Eckstein made the motion to accept T.W.'s leave through December 20, 2021. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

C.) SEWER FOREMAN DISCUSSION – JOB DESCRIPTION: Mayor Eckstein made a motion to approve the job description for the Sewer Foreman for 2022. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

D.) CCMG 2021-2 – AME CONSULTING PROFESSIONAL SERVICES AGREEMENT:

Mr. Jeff Thomas stated that after review of this agreement he would like to accept it as submitted. Ms. Weiseman made a motion to approve the agreement as submitted. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

NEW BUSINESS:

A.) TIMOTHY WILLIAMS PROBATIONARY EMPLOYMENT AS OF 12/7/21.

APPROVAL TO 1ST CLASS PATROLMAN: HCPD Chief Crouse explained to the Board that Patrolman Williams has completed his probationary period and is asking for their approval to promote him to 1st Class Patrolman which will increase his annual wage by \$1,000. Chief Crouse asked them to make this promotion retroactive to 12/6/21.

Ms. Weiseman made a motion to approve the promotion. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

B.) LOAN RATES PROPOSAL FOR THE NEW HCPD VEHICLE PURCHASES:

Chief Crouse stated that he has obtained quotes from both Citizen's State Bank and 1st Financial Bank in Hartford City. He stated that he reached out to VIA Credit Union as well but never received a response back. He said that he is asking City Council's permission at their meeting tonight to spend over \$5,000 to purchase these police cars. If they grant his request then he's asking the Board of Works to approve one of the bank quotes. After review, they decided to accept 1st Financial Bank's quote.

Mayor Eckstein made a motion to accept 1st Financials Quote of 2.90% upon approval by City Council to make the expenditure. Ms. Weiseman seconded the motion. The vote was 2-0-1. Ms. Bonewit abstained from voting.

C.) RESIGNATION OF DEVIN CAVANAUGH: Chief Crouse asked the Board of Works to accept the resignation letter from Mr. Cavanaugh. He explained that Mr. Cavanaugh left on good terms with the department.

Mayor Eckstein made a motion to accept the resignation letter. Ms. Bonewit seconded the motion. The vote to accept was 3-0.

D.) PERMISSION TO START THE HIRING PROCESS: Chief Crouse asked permission to start the hiring process. Ms. Bonewit made a motion to start the hiring process. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

E.) WAGE INCREASE FOR COMPLETION OF PROBATIONARY PERIOD FOR JADEN REUM & DUSTIN CHALFANT: WWTP Superintendent, Travis Williamson explained to the Board that Mr. Reum and Mr. Chalfant have both completed their probationary period and are now due to receive an increase in hourly pay. The pay rate will go from \$18.34 per hour to \$18.82 per hour. Mr. Williamson asked if this pay increase can be made retroactive to 12/6/21.

Ms. Bonewit made a motion to approve the wage increase effective 12/6/21. Mayor Eckstein seconded the motion. The vote to approve was 3-0.

F.) PAY INCREASE FOR CORY STANLEY & JORDAN MASSEY FOR COMPLETING THE APPRENTICESHIP PROGRAM: Mr. Williamson stated that both Mr. Stanley and Mr. Massey have completed the apprenticeship program and they are due to receive a pay increase to \$19.22 per hour. He stated that they actually graduated on 11/17/21 and is asking for the increase to be retroactive to 11/22/21. There was some discussion as to how the retroactive date is handled by the payroll clerk. It was decided to make it effective 12/6/21 until clarification can be made with the payroll clerk.

Mayor Eckstein made a motion to approve the wage increase effective 12/6/21. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

G.) AEP COST SHARING AGREEMENT: Mr. Williamson explained that AEP realized, during a boring project, that the City's sanitary sewer runs through the AEP substation property. AEP asked the city to move it off of this property and go around it. Mr. Williamson stated that he submitted a proposal to AEP to split the cost of this removal 50/50 with them. He stated he had not heard back from them yet.

Mayor Eckstein made a motion to table this topic until the December 20, 2021 meeting. Ms. Weiseman seconded the motion. The vote to table was 3-0.

H.) OCRA GRANT – WATER PROJECT-PROFESSIONAL GRANT ADMINISTRATION SERVICES AGREEMENT: Mr. Mike Kleinpeter from Kleinpeter Consulting addressed the Board and explained that the city is applying for an OCRA grant for a drinking water project. He pointed out this agreement is only binding if the city is awarded this grant. He explained that the agreement just protects Kleinpeter's interest in administering the grant since they are doing the application process at no charge to the city.

Mayor Eckstein made a motion to accept this agreement. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

I.) CROWE – WATER RATE STUDY ENGAGEMENT LETTER: This letter was just received by the Board the same day of their meeting. They all agreed they would like to have more time to review it. Mayor Eckstein made a motion to table this until the December 20, 2021 meeting. Ms. Weiseman seconded the motion. The vote to table was 3-0.

BOARD INPUT:

A.) **MAYOR ECKSTEIN** – The Mayor stated that the City Council will be discussing the Animal Shelter Contract at tonight’s meeting. He just wanted the Board of Works to know as it will be coming back to them at their next meeting for consideration.

ADJOURNMENT: With there being no further business, Ms. Bonewit made a motion to adjourn. The meeting adjourned at 5:43pm

FOLDER 2/ REC 150926-001