

**BOARD OF PUBLIC WORKS AND SAFETY,  
STORMWATER MANAGEMENT  
MEETING MINUTES  
CITY OF HARTFORD CITY, INDIANA  
October 5, 2020**

**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 Kristi Bonewit, Pam Weiseman and Mayor Dan Eckstein. Also present were Attorney, Brandon Murphy and Clerk-Treasurer, Dana Whatley.

**APPROVAL OF AGENDA:** Mayor Eckstein made a motion to amend the agenda adding letter (A) under new business. The topic of new business was hiring process for the Police Department. Ms. Weiseman seconded the motion to amend the agenda. The vote to amend was 3-0. Mayor Eckstein then made a motion to approve amended agenda. Ms. Bonewit seconded the motion to approve amended agenda. The vote to approve the amended agenda was 3-0.

**APPROVAL OF MINUTES:**

- A.) **MEETING MINUTES FROM SEPTEMBER 21, 2020** – Ms. Weiseman made a motion to accept minutes as submitted. Mayor Eckstein seconded the motion. The motion carried 3-0.
- B.) **SPECIAL MEETING MINUTES FROM SEPTEMBER 28, 2020** – Ms. Bonewit made a motion to accept minutes as submitted. Ms. Weiseman seconded the motion. The vote to accept was 3-0.

**APPROVAL OF CLAIMS:** After brief discussion over a couple of claims, Mayor Eckstein made the motion to approve the claims. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

**OLD BUSINESS:**

- A.) **PARKS DEPARTMENT – NEW BUILDING CONSTRUCTION AT 825 W. FULTON ST.**  
Parks Superintendent B. Maddox submitted the primary new construction contract and the sub-contracts for HVAC, electrical and plumbing. The total project cost is \$94,414 using mostly all local contractors after entertaining multiple bids. Mayor Eckstein made a motion to accept and approve the bids. Ms. Weiseman seconded the motion. The vote to approve was 3-0.
- B.) **EXPLANATION OF QUARTERLY UTILITY TAX PAYMENTS** – Clerk-Treasurer Whatley explained that Utility Receipts Tax (URT) is different from Utility Sales Tax. It was discovered that for years the Water Utility Office was paying quarterly taxes but the URT-1 Tax Form was not completed annually for several years. It was discovered in 2019 that from 2013 to current this annual form had not been filled out and the city owed back tax amounts and penalties and interest as well. Charlene Brown helped the Utility Office figure out an estimated quarterly tax amount to pay so that we (hopefully) won't owe on April 15<sup>th</sup>. Ms. Weiseman asked how Char came up with the \$3,500 quarterly figure. Ms. Whatley stated that she would find out that answer and report back to the BOW with her findings.

**NEW BUSINESS:**

**A.) POLICE DEPARTMENT – HIRING PROCESS** – Mayor Eckstein stated that the Board of Works had interviewed 3 candidates and were very impressed with all of them. The Police Department is currently filling two positions. Ms. Weiseman asked that the 3<sup>rd</sup> candidate's resume be kept on file for future openings.

- 1.) Mayor Eckstein made a motion to make a conditional offer of employment to T. Ingram. Ms. Weiseman seconded the motion. The vote to approve was 3-0.
- 2.) Ms. Bonewit made a motion to make a conditional offer of employment to T. Williams. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

**ADJOURNMENT:** With there being no further business, Mayor Eckstein adjourned the meeting at 5:22pm.

**FOLDER 2/REC 5**