

**BOARD OF PUBLIC WORKS AND SAFETY,
STORMWATER MANAGEMENT
MEETING MINUTES
CITY OF HARTFORD CITY, INDIANA
OCTOBER 18, 2021**

CALL TO ORDER AND WELCOME: Attorney Brandon Murphy 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 and Ms. Pam Weiseman. City Attorney, Brandon Murphy and Clerk-Treasurer, Dana Whatley were also present. Mayor Dan Eckstein was absent.

APPROVAL OF AGENDA: Ms. Weiseman made a motion to accept the agenda as submitted. Ms. Bonewit seconded the motion. The vote to approve was 2-0-1.

APPROVAL OF MINUTES: Ms. Weiseman asked that “Water Department” be added to the item listed with B. Bacon for better clarification. Ms. Weiseman made a motion to amend the agenda. Ms. Bonewit seconded the motion. The vote to amend was 2-0-1.

Ms. Bonewit made a motion to approve the amended minutes. Ms. Weiseman seconded the motion. The vote to approve the amended minutes was 2-0-1.

APPROVAL OF CLAIMS: Ms. Weiseman made a motion to accept the claims totaling \$390,772.35 as submitted. Ms. Bonewit seconded the motion. The vote to approve was 2-0-1.

OLD BUSINESS:

- A.) D. WHATLEY – EXTENDED SICK LEAVE FOR EMPLOYEE K.B:** Ms. Whatley presented a new doctor’s note to the Board of Works allowing employee K.B. time off through October 31, 2021. Ms. Bonewit made a motion to accept the extended sick leave through November 1, 2021. Ms. Weiseman seconded the motion. The vote to approve was 2-0-1.

NEW BUSINESS:

- A.) DPW – J. THOMAS – START HIRING PROCESS:** Mr. Thomas asked the Board of Works to please accept the resignation letter from employee J.B. and also requested permission to start the hiring process. Ms. Bonewit made a motion to accept the resignation letter from employee J.B. and to start the hiring process to fill that position. Ms. Weiseman seconded the motion. The vote to approve was 2-0-1.
- B.) HCPD – C. CROUSE – EXTENDED SICK LEAVE FOR EMPLOYEE M.M:** Chief Crouse explained that this will be considered a workman’s comp claim. The employee’s injury occurred on 9/28/21 but the workman’s compensation paperwork was not filled out

until 10/5/21. The employee thought that he would be ok and that is the reason it was not reported immediately. The employee has another doctor's appointment on 10/20/21. Ms. Bonewit made a motion to approve the employee's leave conditionally and take this up at the next meeting. Ms. Weiseman seconded the motion. The vote to approve was 2-0-1.

C.) HCPD – C. CROUSE – GRANDFATHERED BENEFITS: Chief Crouse brought up a discussion topic about giving a former employee that comes back to work for the City of Hartford City grandfathered benefits such as vacation time, etc. He suggested coming up with a lateral transfer program going forward. There was some discussion and it was decided to table this topic until the November 1, 2021 meeting. Ms. Weiseman made a motion to table this topic. Ms. Bonewit seconded the motion. The vote to table was 2-0-1.

D.) WATER DEPT. – B. BACON – HIRING PROCESS: Mr. Bacon addressed the Board and stated that the employee they just hired got a better job offer and did not start the position with the Water Dept. He asked the Board of Works to consider another applicant J.B. for this position. Ms. Weiseman made a motion to offer employment to applicant J.B. Ms. Bonewit seconded the motion. The vote to hire was 2-0-1.

E.) CLERK-TREASURER – D. WHATLEY – RENEWAL OF POSTAGE MACHINE LEASE: Ms. Whatley explained to the Board that she was approached by Pinnacle Mailing and it was time to renew the lease agreement on the Pitney Bowes mailing machine. Due to new USPS regulations we will get a new machine. The new agreement only has a price increase of .86 cents per quarter and has a term of 60 months. Ms. Weiseman made a motion to accept this new agreement. Ms. Bonewit seconded the motion. The vote to approve was 2-0-1.

BOARD INPUT:

CLERK-TREASURER WHATLEY: Gave explanation to what happened with APV #9367. On July 20, 2021 APV #8631 (Ck #23166) was paid to West Side Tractor Sales. The claim should have been made out to John Deere Financial (this is why the West Side now says DO NOT USE so this doesn't happen again)

West Side Tractor Sales cashed the check before they realized it was incorrect. On August 5th they sent us a refund check (receipt #5550). We then cut a new check to John Deere Financial on Aug 5th (Ck #23315) APV #8894. This is where the Deputy C-T made the mistake. After we received the refund she thought she needed to void APV #8631. This didn't need to be voided because the transaction completed and then we receipted in the refund. When Teresa was working on the bank reconciliation, she was off this exact amount of money. They entered in APV 9367 to correct the difference. There is no check attached to this APV it was just a correction but it still shows up on the docket.

ADJOURNMENT: With there being no further business, Ms. Bonewit made a motion to adjourn. The meeting adjourned at 5:17pm.

FOLDER 2/REC 150808-001