

**BOARD OF PUBLIC WORKS AND SAFETY,
STORMWATER MANAGEMENT
MEETING MINUTES
CITY OF HARTFORD CITY, INDIANA
NOVEMBER 1, 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: It was decided that item "G" under new business needed to be removed and replaced with the reading of Resolution 2021-03. Mayor Eckstein made a motion to amend the agenda. Ms. Bonewit seconded the motion. The vote to amend was 3-0.

Mayor Eckstein made a motion to accept the amended agenda. Ms. Bonewit seconded the motion. The vote to approve the amended agenda was 3-0.

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

APPROVAL OF CLAIMS: Ms. Bonewit made a motion to accept the claims totaling \$385,100.79 as submitted. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

OLD BUSINESS:

- A.) **2ND READING OF RESOLUTION 2021-02 SALARIES FOR 2022:** Mayor Eckstein made a motion to approve Resolution 2021-02. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

- B.) **C-T WHATLEY – EXTENDED SICK LEAVE FOR EMPLOYEE K.B.:** Ms. Whatley explained that employee K.B. had been released to return to work without restrictions effective November 1, 2021. Ms. Weiseman made a motion to approve the leave through October 31, 2021. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

- C.) **REVIEW OF TITAN ELECTRIC & SIDNEY ELECTRIC QUOTES FOR AEP LIGHTING PROJECT AT CITY HALL:** Both quotes were reviewed and after some discussion, Mayor Eckstein made a motion to accept Sidney Electric's contract. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

D.) HCPD – CHIEF CODY CROUSE:

- 1.) **WORKMAN’S COMPENSATION CLAIM FOR EMPLOYEE M.M.:** Chief Crouse explained that this employee is still waiting to see a physician. The appointment was scheduled 3 weeks out. He stated that we are still waiting to hear back from Workman’s Compensation about the status of this claim. Ms. Weiseman made a motion to accept the request for leave through November 15, 2021. Mayor Eckstein seconded the motion. The vote to approve was 3-0.
- 2.) **LATERAL TRANSFER PROGRAM:** There was discussion about what a lateral transfer program would look like and how it could be implemented. Chief Crouse said he will reach out to other departments in neighboring communities to see what they offer in a lateral transfer program. Mayor Eckstein made a motion to table this topic indefinitely. Ms. Bonewit seconded the motion. The vote to table was 3-0.

NEW BUSINESS:

A.) HCPD – CHIEF CODY CROUSE

- 1.) **PROMOTION TO CAPTAIN & WAIVER OF PROBATIONARY PERIOD FOR EMPLOYEE JOEL ALLRED:** Mayor Eckstein made a motion to accept the promotion of Mr. Allred to Captain of the HCPD. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

The Board of Works discussed the possibility of waiving the requirement of 5 years of continuous service before the probationary period ends. With Mr. Allred’s history working for HCPD and his years of experience, Mayor Eckstein made the motion to waive the requirement of 5 years of continuous service. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

- B.) DPW - SUPERINTENDENT JEFF THOMAS – START HIRING PROCESS:** Mr. Thomas requested permission to bring back former employee Christopher Withers to the Sanitation Department. Ms. Weiseman made the motion to offer a position to Mr. Withers. Mayor Eckstein seconded the motion. The vote to approve was 3-0.

- C.) WATER DEPT. – ASSISTANT SUPERINTENDENT, CHAD SPEIDEL – EXTENDED SICK LEAVE FOR EMPLOYEE B.B.:** Mr. Speidel presented the Board of Works with a doctor’s note for employee B.B. with a return-to-work date of November 11, 2021. Mayor Eckstein made the motion to approve the extended sick leave through November 11, 2021. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

- D.) HCFD – ROB HESS – AIR PACKS:** Mr. Hess addressed the Board of Works in Chief Parrott’s absence. He stated that the Fire Department is planning on purchasing 26 new SCBA’s (Self Contained Breathing Apparatus) Air Packs. He explained that Chief Parrott had

sought out 3 financing quotes and Citizen's State Bank of Hartford City had the lowest interest rate of 2.89%. The plan is to put \$100,000 down from the LOIT fund and then finance the balance for a term of 5 years. All payments will be made from the LOIT fund as well.

Ms. Bonewit made a motion to accept the bid from Citizen's State Bank. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

E.) WWTP – TRAVIS WILLIAMSON

- 1.) EXTENDED MEDICAL LEAVE FOR EMPLOYEE T.W.:** Mr. Williamson stated that this employee will be undergoing a surgical procedure within the next week and will be scheduled to return to work on December 6, 2021. This employee has vacation and personal time that will be utilized during this time and will only be using 9 days of extended sick leave.

Ms. Weiseman made a motion to approve the extended medical leave. Mayor Eckstein seconded the motion. The vote to approve was 3-0.

- 2.) PURCHASE A NEW VEHICLE SPENDING MORE THAN \$5,000:** Mr. Williamson presented quotes from three different dealers for two different types of trucks. He explained this will be used as a commuter truck and not a work truck. Keeping this in mind they decided they would like to purchase the smaller Ford Maverick truck due to the cost difference. Southworth Ford had the lowest bid of \$21,797. Mr. Williamson stated that the plan is to pay cash for this vehicle from the farm ground rental proceeds.

Ms. Bonewit made a motion to accept the Southworth Ford bid for the 2022 Ford Maverick truck in the amount of \$21,797. Ms. Weiseman seconded the motion. The vote to approve was 3-0.

- 3.) PURCHASE OF MACERATOR HYDRAULIC DRIVE UNIT SPENDING MORE THAN \$5,000:** Mr. Williamson explained that the hydraulic drive unit his department has can no longer provide enough pressure to allow the macerator to work properly. He explained that he looked for three bids and only one vendor responded to his request. Fluid Power Solutions quoted \$13,125.45 for the hydraulic drive and power supply. Mr. Williamson said this project will be paid in cash from the "609" Sewer Improvement Fund.

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

- 4.) ROOF REPLACEMENT ON BIO-SOLIDS BUILDING AND FORMER UV BUILDING SPENDING MORE THAN \$5,000:** Mr. Williamson explained that he attempted contact with three vendors. One vendor was too booked to take the job. One

vendor did not respond to his messages. He did receive a quote from Hochadel Roofing, Inc. He explained that the roof was installed in 1998 and is currently outside of its expected life span. Hochadel quoted \$10,250 to put on a new roof. Mr. Williamson that this project will be paid in cash. He plans to pay for it from the Jay County Landfill proceeds and the remainder out of the "609" improvement fund.

Ms. Weiseman made the motion to accept the Hochedel quote. Mayor Eckstein seconded the motion. The vote to approve was 3-0.

F.) CLERK-TREASURER WHATLEY – REQUEST TO ROLL OVER REMAINING VACATION TIME FOR EMPLOYEE AMY GEORGE TO 2022: Ms. Whatley explained to the Board that Ms. George had a week of vacation scheduled in October. She was forced to cancel this vacation due to employee K.B.'s extended medical leave. Ms. Whatley was asking the Board to approve a special exception to rollover 1 week of vacation to 2022 for Ms. George.

Mayor Eckstein made a motion to grant the special exception request to rollover 1 week of vacation to the year of 2022. Ms. Bonewit seconded the motion. The vote to approve was 3-0.

G.) RESOLUTION 2021-03 AMEND SALARY RESOLUTION FOR WAGE INCREASE FOR THE SANITATION DEPARTMENT: There was some explanation of the new Sanitation wages. Ms. Weiseman made a motion to approve Resolution 2021-03 effective November 1, 2021. Mayor Eckstein seconded the motion. The vote to approve was 3-0.

BOARD INPUT: Ms. Weiseman requested that Clerk-Treasurer Whatley start using employee's full names on agendas and minutes with the exception of disciplinary issues and HIPAA related issues. This will make it more clear to the Board about issues being addressed.

ADJOURNMENT: With there being no further business, Mayor Eckstein made a motion to adjourn. The meeting adjourned at 5:53pm.

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