

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
OCTOBER 25, 2016**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, October 25, 2016, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member Nancy Eckerle	Present

Also present were Police Chief J. Michael Bennett, Street Commissioner Jeffrey Theising, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present, which is a majority; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on October 11, 2016. Thereafter, a motion was made by Timothy Bell and seconded by Nancy Eckerle to adopt the minutes. Motion carried 3-0.

STREET CLOSURES

Shane O'Connor with Knies Construction asked permission to close Dewey Street by 13th Street this Friday in order to install a sanitary sewer line for Jasper Lofts. He also asked to close 13th Street by Vine Street next week in order to install a waterline. He said they will also need to block off parking on 13th Street.

A motion was made by Mayor Seitz and seconded by Nancy Eckerle to give Knies Construction permission to close Dewey Street by 13th Street in order to install a sanitary sewer line and close 13th Street by Vine Street the week of October 31st in order to install a waterline contingent upon notifying the neighbors. Motion carried 3-0.

BLOCK PARKING LANE

Mayor Seitz said the people at 1005 Main Street want to block off the parking lane in front of their house on October 30 thru November 1, 2016 to make room for a moving truck.

A motion was made by Mayor Seitz and seconded by Nancy Eckerle to approve the closing of the parking lane at 1005 Main Street from October 30-November 1, 2016. Motion carried 3-0.

TURKEY TROT 5K RUN/WALK

Lori Lehane, representing Health Pointe, said they are hosting their 12th annual Turkey Trot 5K run/walk on Thanksgiving morning, Thursday, November 24, 2016, beginning at 8:00 a.m. The route, which is the same as last year, starts at the high school, travels north on the walking path along St. Charles Street to 36th Street, and returns the same route except it ends at Health Pointe.

A **motion** was made by Mayor Seitz and seconded by Nancy Eckerle to permit the Turkey Trot on November 24, 2016. Motion carried 3-0.

REPORTS

Mayor Seitz said loose leaf collection will begin October 31, 2016.

Street Commissioner Jeffrey Theising said the street department will do a snow plow route dry run on November 1, 2016.

Mayor Seitz announced that Melton's Tree Service will remove a tree at 424 W. 6th Street this afternoon.

Fire Chief Kenneth Hochgesang distributed several fire reports that contain information such as the number of and type of fire calls from January thru September 2016.

Mayor Seitz acknowledged receiving the monthly police activity report.

Police Chief J. Michael Bennett acknowledged several grants totaling over \$5400.00 that were received from the Dubois County Substance Abuse Council.

TELEHANDLER QUOTES

Street Commissioner Jeffrey Theising said the street department sought quotes for a new telehandler including a trade in of a 2009 Bobcat V723 telehandler with two material buckets and a 48" pallet fork.

City Attorney Renee Kabrick opened the following quotes.

Whayne Supply Company	Black Equipment Co Inc
\$122,330.00 base quote	\$119,853.43 base quote
-24,500.00 less trade in	- 27,500.00 less trade in
97,830.00 net price	92,353.43 net price

Theising said Blesch Bros. Equipment Co. and Diamond Equipment Inc were asked to submit a quote but they said they could not meet the specifications.

A motion was made by Mayor Seitz and seconded by Nancy Eckerle to take the quotes under advisement and have the street department make a recommendation at the next meeting. Motion carried 3-0.

JPD POLICY 1302

Personnel/Safety/Loss Control Director Cale Knies presented revisions to Policy 1302 UNIFORMS AND INSIGNIA-JPD R&R-UNIFORMS AND EQUIPMENT of the police department employee handbook. Several changes were made to the police officer Class A uniform section; one change to the telecommunicator Class A uniform section; and the telecommunicator Class B uniform section was re-written. The Class B uniform for a telecommunicator will consist of a grey polo shirt and khaki pants.

A motion was made by Timothy Bell and seconded by Nancy Eckerle to adopt the changes to Policy 1302 UNIFORMS AND INSIGNIA-JPD R&R-UNIFORMS AND EQUIPMENT. Motion carried 3-0.

HIGH WEED COMPLAINTS

Fire Chief/Code Enforcement Officer Kenneth Hochgesang reported to the board the names of property owners and the locations that have been cited under 5.12.040 weed removal/notice. The names and locations are as follows:

Owner: Doug Leistner
Location: 817 Margaret Drive

SEEK QUOTES

Fire Chief Kenneth Hochgesang asked permission to seek quotes to replace an air compressor.

A motion was made by Mayor Seitz and seconded by Timothy Bell to grant the volunteer fire department permission to seek quotes for an air compressor. Motion carried 3-0.

DUAL CHANNEL CARD QUOTES

Police Chief J. Michael Bennett presented the following quotes for a dual channel tone local control card for the dispatch center.

ERS Wireless	\$2730.50
Harmonic Electronics	\$3378.00
VEI Communications	\$3755.00

Bennett recommended accepting the quote from ERS.

A motion was made by Nancy Eckerle and seconded by Timothy Bell to accept the recommendation of the chief and accept the quote from ERS for \$2730.50. Motion carried 3-0.

JUNK ASSET

Mayor Seitz said a city hall vacuum cleaner, asset #102017, no longer works and has been replaced.

A motion was made by Nancy Eckerle and seconded by Timothy Bell to junk asset #102017 and remove the vacuum cleaner from the fixed asset listing. Motion carried 3-0.

UTILITY DEVELOPMENT AND PLANNING PROPOSAL

Mayor Seitz said the City is completing the unified development ordinance and now he wants to study the City's current utility practices. He asked the Board to consider a utility development and planning joint proposal from Barnes and Thornburg and from Umbaugh for \$50,000. The civil city's share will be for an amount not-to-exceed \$25,000 from the EDIT Fund and the Utility Service Board will need to consider paying the other \$25,000.

A motion was made by Mayor Seitz and seconded by Timothy Bell to approve the civil city's portion of the proposal with Umbaugh and Barnes and Thornburg for an amount not-to-exceed \$25,000 contingent upon the Utility Service Board approving a like amount. Motion carried 3-0.

ADJOURNMENT. There being no further business to come before the board, a motion was made by Nancy Eckerle and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 8:30 a.m.

The minutes were hereby approved ____ with X without corrections or clarification this 8th day of November, 2016.

Mayor Terry Seitz, Presiding Officer

Attest: _____
Juanita S. Boehm, Clerk-Treasurer