

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
MAY 14, 2013**

The Board of Public Works and Safety of the City of Jasper, Indiana met in regular session on Tuesday, May 14, 2013, 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 S. Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, 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; 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 April 23, 2013 and the minutes of the April 24, 2013 informational meeting regarding the Kluemper Road project. Thereafter, a **motion** was made by Timothy Bell and seconded by David Prechtel to approve the minutes as presented. Motion carried 3-0.

CLAIMS

Board members reviewed the claims from April 4, 2013 to May 9, 2013. Thereafter, a **motion** was made by Mayor Seitz and seconded by David Prechtel to approve the claims as presented. Motion carried 3-0.

MONON TRAIN CAR AGREEMENT

Mayor Seitz presented an agreement between the City of Jasper and Monon Railroad Historical-Technical Society Inc for them to provide the use of the "LYNNE" train car for certain train dining excursions. City Attorney Renee Kabrick reviewed details in the agreement.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to adopt the dining car rental agreement. Motion carried 3-0.

BROOKSTONE ESTATES IV

Ken Brosmer presented a plat for a subdivision known as Brookstone Estates IV and asked for the Board's approval. He said the plat was previously approved by the Plan Commission. He also said the developer has petitioned for annexation for the subdivision area.

City Engineer Chad Hurm said one thing that is unique to this subdivision is that some cul-de-sacs are longer than normal such as Keusch Lane.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to accept the Brookstone Estates IV plat. Motion carried 3-0.

PARKING SPACE FOR BOOK DROP

At the April 23, 2013 meeting, the Board approved a motion 'to create from the existing drive way and curb cut a signage and markings for a book drop off for the library and we would perhaps expand the yellow striping around that curb cut a little farther to make it easier to get in and out; however, we would not create a specific parking space at this time or spot along the existing book drop to say this is a brand new space that is only reserved for book dropping'.

Bill Hewitt, representing the Jasper Public Library, showed an aerial photo of the area and said there is a loading dock with a driveway that has been used but we no longer use the loading dock. He then indicated where the new book drop is located. He then said, "all we're asking is that we would switch spaces. In other words, we would put a curb where the driveway is on 11th Street, close that driveway off and just ask that we could move the 5 minute time limit to the place..... see where that car's parked on the street? Right there. Based on inclement weather, whatever, it's easy for people to pull up, drop their child off, run up to the book drop and then run back to the car and that's basically all we're asking".

Mayor Seitz asked the street commissioner and city engineer if they had any concerns about the Library's proposal especially related to the restoration of a curb cut for a driveway to now be restored at the Library's expense to a sidewalk and curb.

Street Commissioner Raymond Eckerle asked if the loading dock will be gone. Hewitt said "no, it will still be there. We had no intention of taking the loading dock out or the driveway, even that. All we're asking is to just put a curb there, allow a parking space. Right now it's blocked off yellow on both sides and just go back to leaving the driveway there. At some point in the future we may tear it all out but right now we have no intentions of spending any money to do that other than to do the curb but move the five-minute time limit parking space".

Mayor Seitz said, "as I understand it, the re-doing of the existing driveway into a sidewalk and curb is the responsibility of the Library Board. The markings

of a new parking space would be the City's responsibility whether it's signage, curb paint, street markings, however that needs to best be done".

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to rescind the recommendation this body made for the Jasper Public Library during the last meeting. Motion carried 3-0.

A **motion** was made by David Prechtel and seconded by Timothy Bell to adopt the request as proposed this morning to permit the Library to go ahead and close and restore a sidewalk and curb at the existing Library driveway on 11th Street and then work with the City to mark property for a parking space near the existing book drop sidewalk that would accommodate the patrons of the Library. Motion carried 3-0

BLOCK SIDEWALK

Steve Kruger said he is going to do some paint improvements to the Sprauer building that is located on the northeast corner of the Square and asked permission to block the sidewalk when doing the work. He plans to do the work on a Sunday.

A **motion** was made by Timothy Bell and seconded by David Prechtel to acknowledge the work being done on the Sprauer building. Motion carried 3-0.

TRAIN DEPOT RENTAL

Nancy Eckerle, representing the Jasper Chamber of Commerce, asked permission to rent the train depot on June 5, 2013 from 10:00 a.m. to noon for a seminar on health care reform.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to allow the use of the train depot. Motion carried 3-0.

PAPER SHREDDING DAY

Nancy Eckerle, representing the Jasper Chamber of Commerce, gave a report on the Paper Shredding and Electronics Recycling Day. She then asked permission to use the train depot parking lot for this event again on Friday, October 18, 2013 from 10:00 a.m. to 1:00 p.m.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to permit the Jasper Chamber of Commerce to hold another paper shredding day on October 18, 2013 from 10:00 a.m. to 1:00 p.m. at the train depot lot upon completion of the necessary paperwork. Motion carried 3-0.

VICTORY TEMPLE FELLOWSHIP

Aaron David, Pastor for Victory Temple Assembly of God, asked permission to use Jaycee Park on May 28, 2013 and June 4, 2013 from 2:00 p.m. to 4:00 p.m. for a fellowship and recreational event for teenagers called Tuesday at Two. David said on May 28th they plan to have water wars with squirt guns, water balloons, and a slip-and-slide. On June 4th they plan to have recreational events such as volleyball, Frisbee, and flag football.

David Prechtel questioned whether or not it would be a problem if the Kiwanis are setting up that day for the June 5th Kiddie Karnival. Mayor Seitz added that parking could also be a problem. It was later verified that the Kiddie Karnival is scheduled for June 12, 2013.

Timothy Bell said because of liability issues he would not approve the use of the slip-and-slide.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to allow the event called Tuesday at Two at Jaycee Park on May 28th and June 4th minus the slip-and-slide. Motion carried 3-0.

YARD INLET GRATES IN CAMBRIDGE ESTATES

Dan Lechner with Lechner Excavating asked for a variance from the plans for Cambridge Estates. He said the grates that are to be used for backyards only were also installed in the front yard. He said the grates were installed three years ago.

Mayor Seitz expressed concern about setting a precedent and if the standards are changed the City will have to deal with the homeowners. Street Commissioner Raymond Eckerle said in past experience the City made the developer change the grates and he feels this would be setting a precedent.

Mayor Seitz then read the following comments that were submitted to the board members on May 10, 2013 by Project Technician Bob Sunderman.

“Mr. Lechner was Kerstien’s Contractor in Cambridge Estates and has installed some unapproved grate castings on yard inlets located in front yards or adjacent to the street. The Drainage Plans for this development and our City Specifications call for the use of two (2) different type of grate castings to be used depending on the location of the yard inlet. The City Specs. and Development’s Plans call for the use of a flat grate casting to be used in front yards and adjacent to the street and for a raised “milkstool” type grate casting to be used in backyards and drainage swales. Lechner Excavating has installed all raised “milkstool” type grate castings throughout the entire development. There are 21 unapproved castings installed in this subdivision.

Where the problem lies and the reason that two (2) types of grates are specified is that the raised “milkstool” type grate is designed for use in a backyard/side yard drainage swale areas and is designed raised to allow larger debris to enter storm sewer and prevent flooding. The “milkstool” grates also have a large steel flange that eventually grasses over. Our specs call for the flat grate in front yards and adjacent to the street to help with mowing over and around the grate, the flat grate is also more attractive in front yards and does not have the large steel flange that grasses over and allows for easy removal during routine maintenance by the Street Department.

If the unapproved grates are allowed to remain in the front yards, the Street Department will have to dig/remove established grass & yard prior to performing routine maintenance and then be faced with the task of putting yard back to same as before condition. The Street Department also anticipates complaints from homeowners regarding the appearance of grate and the difficulty of mowing around. The Street Department has also recently asked a developer to change out improper grates in another subdivision and the approval of these non-approved grates may create a backlash from past & future developers/contractors.

Please see attached images of Cambridge Estates Drainage Notes and pictures of approved & non-approved grate castings”

Pictures of the installed grates were then shown.

Lechner said Mr. Sunderman was the inspector for the City and did not say anything at that time.

Street Commissioner Raymond Eckerle said the grate information is on the plans. He said the street department will take some responsibility BUT in the future we will not make exceptions and the specifications WILL be followed. City Attorney Renee Kabrick said it is not the City’s responsibility to follow the plans; the City inspects. City Engineer Chad Hurm added that inspections are done when inspections are called for which occurs when a developer wants a subdivision performance bond released or reduced. The grates are part of an item that is one of the last few items to be released and that is why this particular inspection is now occurring.

The street department will supply Lechner with 21 flat grate castings to be used for the front yards. Lechner will remove the 21 unapproved grates and give them to the street department and then Lechner will install the flat grates.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to have 21 grates replaced in Cambridge Estates and have the details worked out between Lechner and the street department. Motion carried 3-0.

CONTRACT FOR PROFESSIONAL SERVICES

City Engineer Chad Hurm said he has been working with VS Associates on the collapse of the Mill wall. He requested permission to enter into a professional services contract with VS Associates to come up with the scope to repair the project area.

Both Mayor Seitz and David Prechtel said they have a problem not having a not-to-exceed amount. Hurm said he will report back at the next meeting.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to enter into a contract for professional services. Motion carried 3-0.

SIDEWALK REPLACEMENT PROGRAM

City Engineer Chad Hurm asked the Board to approve sidewalk replacement projects both for the City and for the 50/50 program.

Hurm said one project is on 14th Street adjacent to the Millhouse. He said they want to replace the sidewalk on the north and south sides of 14th Street between Mill and Newton Streets. Another project is along 3rd Avenue near the Buechlein building between the driveway from the former Jahn's Market to the Machine Works driveway. Street Commissioner Raymond Eckerle commented that they may want to wait on this project until after the 3rd Avenue waterline project is completed. Hurm said Carol Schuetter at 341 W 5th Street wants to participate in the 50/50 sidewalk replacement program. The total cost of the Schuetter project is \$1816.00 and the property owner's share is \$908.00. Another 50/50 project is at the Alfred Kreilein property located at the corner of 14th and Leopold Streets. The total cost of this project is \$5989.00 and the property owner's share is \$2994.50.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to proceed with the 50/50 projects at 341 W 5th Street and at 14th and Leopold Streets upon receipt of payment from the owner. Motion carried 3-0.

Hurm then said they want to have the sidewalks on 3rd Street between Newton and Jackson Streets replaced and then head north doing 4th Street, then 5th Street as money allows. Director of Community Development and Planning Darla Blazey suggested having the designer of the downtown master plan look at the sidewalks for connectivity reasons.

Thereafter, a **motion** was made by Mayor Seitz and seconded by David Prechtel to proceed on all sidewalks except 3rd, 4th, and 5th Streets. Motion carried 3-0.

VOLUNTEER FIREFIGHTER RESIGNS

Fire Chief Kenneth Hochgesang said he received a resignation letter from Volunteer Firefighter Michael Decker to be effective May 1, 2013. He asked the board to accept Decker's resignation from the fire department.

A **motion** was made by David Prechtel and seconded by Timothy Bell to accept the resignation of Firefighter Michael Decker. Motion carried 3-0.

TRANSFER ASSET

Police Chief J. Michael Bennett said the police department has a Honda gas water pump, asset #102313, that it does not use. He asked permission to transfer the asset to the wastewater department.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to transfer asset #102313 from the police department to the wastewater department. Motion carried 3-0.

HIRE TELECOMMUNICATOR

Police Chief J. Michael Bennett recommended giving a conditional offer of employment for a telecommunicator position to Brittany Miller.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to authorize the personnel director to administer a conditional offer of employment to Brittany J. Miller for the position of Probationary Telecommunicator with the Jasper Police Department effective after all conditions of the conditional offer of employment have been met and keep the remaining applicants for the probationary telecommunicator position on an active eligibility list for 12 months. Motion carried 3-0.

ICE MAKER QUOTES

Street Commissioner Raymond Eckerle said the street department sought sealed quotes for an ice maker. City Attorney Renee Kabrick then opened the following quotes:

A & B Inc	\$4825.00
Schmidt Contracting	\$5375.00
Bettag Plumbing and Heating	no quote submitted

A **motion** was made by Mayor Seitz and seconded by David Prechtel to have the street department review the quotes and if they meet the specifications, accept the low quote submitted by A & B Inc for \$4825.00. Motion carried 3-0.

WACKER QUOTES

Street Commissioner Raymond Eckerle said the street department sought sealed quotes for two Wacker vibratory compactor plates. City Attorney Renee Kabrick then opened the following quotes:

Grand Rental Station	\$4979.58
Hamlin Equipment Rental	\$3900.00
Diamond Equipment	\$4200.00

A **motion** was made by David Prechtel and seconded by Timothy Bell to allow the street department to review the quotes and if they meet specifications then proceed with the low quote from Hamlin Equipment Rental for \$3900.00. Motion carried 3-0.

REMOVE TREE

Street Commissioner Raymond Eckerle requested permission to remove a dead tree near Sternberg's at 6th and Newton Streets. Mayor Seitz asked about replacing the tree.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to approve the request to remove the tree and seek recommendations about replacement. Motion carried 3-0.

GAB CLEAN SWEEP DAY

Street Commissioner Raymond Eckerle reported on GAB's Clean Sweep Day that was held on Saturday. Six groups that included approximately fifty

people participated. About seventy-five bags of trash were collected. He said it was a real eye opener to the volunteers about how much trash that doesn't appear to be visible is really out there. The program was very successful.

Mayor Seitz also thanked those who participate in the adopt-a-street program.

ADJOURNMENT. There being no further business to come before the board, a **motion** was made by David Prechtel and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:28 a.m.

The minutes were hereby approved X with without corrections or clarification this 28th day of May, 2013.

Mayor Terry Seitz
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer