

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
MAY 8, 2018**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, May 8, 2018, 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 Nancy Eckerle	Present

Also present were Police Chief Nathan Schmitt, 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. Street Commissioner Jeffrey Theising was absent.

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 from the regular meeting held on April 24, 2018. Thereafter, a motion was made by Nancy Eckerle and seconded by Timothy Bell to approve the minutes as presented. Motion carried 3-0.

CLAIMS. The claims against the City from April 6, 2018 to May 3, 2018 were presented to and examined by the board. Thereafter, a motion was made by Mayor Seitz and seconded by Timothy Bell to adopt the claims. Motion carried 3-0.

PROCLAMATION

Mayor Seitz read a proclamation proclaiming May 13-19, 2018 as National Police Week.

TEMPORARY PARKING FOR FARMERS MARKET

At the April 24, 2018 meeting, there was some discussion about allowing temporary parking on Jackson Street, south of 3rd Street on Saturday mornings to create a few more parking spaces when the farmers market is open. The City was going to review that issue.

City Engineer Chad Hurm said Jackson Street turns into three-lane about 150 feet south of the Jackson Street and 3rd Street intersection so if we stay 160-170 feet from the intersection, there is no reason not to allow temporary parking on the east side of Jackson Street during the open hours of the farmers market. He recommended covering the no parking signs and placing cones where not to park during the temporary parking hours.

A motion was made by Mayor Seitz and seconded by Nancy Eckerle to permit parking in the no parking area on the east side of Jackson Street during the farmers market hours only. Motion carried 3-0.

Mayor Seitz said he will issue an executive order to allow this temporary parking.

ENCROACHMENT REQUEST

City Engineer Chad Hurm said Kerstiens Homes and Designs Inc is making an encroachment request. They want to install an 8 ft by 5 ft monument sign at the entrance to Trinity Crossing. The sign will be located on Lot 1 of the Trinity Crossing subdivision and will encroach on a PU&DE. Hurm said the department heads were not overly concerned regarding the encroachment request. Hurm then recommended allowing the encroachment.

There was some discussion about who is responsible for the sign. City Attorney Renee Kabrick said the owner of the property is responsible.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the recommendation. Motion carried 3-0.

15TH STREET CONNECTOR TRAIL

City Engineer Chad Hurm asked permission to seek quotes for the 15th Street connector trail project. Hurm said the trail will be a 5 ft wide asphalt path and will start at the 15th Street and St. Charles Street intersection by the Greater Jasper School superintendent's office and head east to the entrance of the Parklands.

A motion was made by Mayor Seitz and seconded by Nancy Eckerle to give Chad permission to seek quotes for the connector trail. Motion carried 3-0.

PARKING ALONG CATHY LANE

Craig Knies, representing Cave Quarries Inc and Knies Construction, asked permission to use the right-of-way shoulder of Cathy Lane for overflow parking when they have an auction at their Cathy Lane property on Friday, October 5, 2018.

A motion was made by Nancy Eckerle and seconded by Mayor Seitz to approve overflow parking along Cathy Lane for the Knies auction on October 5, 2018. Motion carried 3-0.

REPORT

Mayor Seitz acknowledged receipt of the April 2018 police activity report.

HIRE TELECOMMUNICATOR

Police Chief Nathan Schmitt asked permission to start the hiring process to replace a telecommunicator who turned in a two-week resignation notice.

A motion was made by Nancy Eckerle and seconded by Timothy Bell to give permission to start the hiring process for a replacement telecommunicator. Motion carried 3-0.

STREET CLOSURE

Street Administrative Assistant Cindy Hassfurther asked permission to close Sycamore Manor between Hemlock Drive and Briarcliff Pkwy. for one day the week of May 14, 2018 in order to repair a storm sewer.

A motion was made by Mayor Seitz and seconded by Timothy Bell to give the street department permission to close Sycamore Manor for one day during the week of May 14, 2018. Motion carried 3-0.

SALT BIN ROOF PROJECT CHANGE ORDER

B & A Construction was awarded the bid for the materials to build a roof over the old coal bins located at the Old Power Plant property because the bins are now being used to store road salt. The original bid amount was \$29,823.48.

During construction, the street department crew wanted to make improvements that were not considered during the design phase of this project, therefore, Street Administrative Assistant Cindy Hassfurther asked the board to approve the following change order that is for a net add of \$610.46.

ADD AMOUNT:

5 rolls	Titanium Synthetic Felt Paper	\$871.00
2 rolls	Coil Stock (Aluminum sheeting)	\$181.34
	(supplier bid-wrapping the front side of the top beam and we want to wrap three sides)	
6	Material for hurricane doors (latches, cables, hooks, etc.)	\$121.23
	(Because the front is open and faces a north wind, we wanted to lessen the potential wind pressure by installing these doors in the south wall thus allowing air through and reducing the risk of the roof lifting)	
1 box	1-1/2" Capnails	\$ 27.09*
1 box	1-1/2" Trim nails	\$ 13.50*
500	1-1/2" Stainless steel screws	\$130.00*
	Total ADD	\$1344.16

DEDUCT AMOUNT:

12 boxes	5/16" Staples	\$ 43.84
1 box	#16cc Stainless nails	\$ 82.50
23 rolls	30# Felt paper	\$436.77
	Total DEDUCT	\$563.11

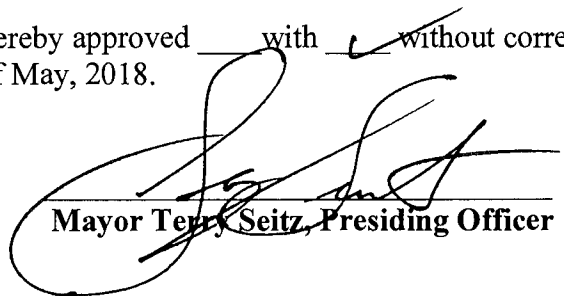
DISCOUNT AMOUNT:

Agreed that last three items of the ADD AMOUNT (*) should have been included in the original bid. \$170.59

A motion was made by Nancy Eckerle and seconded by Timothy Bell to approve the change order for B & A Construction for the salt bin roof material for a net add of \$610.46. Motion carried 3-0.

ADJOURNMENT. There being no further business to come before the board, a motion was made by Mayor Seitz 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 without corrections or clarification this 22nd day of May, 2018.



Mayor Terry Seitz, Presiding Officer

Attest: Juanita S. Boehm
Juanita S. Boehm, Clerk-Treasurer