

CITY OF DECATUR
BOARD OF PUBLIC WORKS & SAFETY MINUTES
JANUARY 18, 2011

The City of Decatur Board of Public Works and Safety met on Tuesday, January 18, 2011 at 6:00 p.m. at City Hall in Council Chambers. Members present were Mayor John Schultz and Board members Bill Karbach and Ken Meyer. Also present was City Attorney, Tim Baker and Clerk-Treasurer, Phyllis Whitright.

The meeting was called to order by Mayor John Schultz. The Clerk-Treasurer emailed the minutes from the January 4th meeting. There were no corrections or amendments offered, Karbach made a motion to approve the minutes as emailed, Meyer seconded the motion. Motion carried.

The Mayor scheduled an Executive Session with the Board of Works members on a personnel issue for Monday, January 24th at 6:00 p.m. in the Mayor's office. The Board members also scheduled a Special Board of Works meeting to make a decision for the personnel issue on Tuesday, January 25th at 5:00 p.m. in Council Chambers.

The Decatur Police Department received a reimbursement on January 7th of \$250.00 from Berne Police Reserves for gasoline for vehicles used in SAAC for extra DUI patrols. Meyer made a motion to make the reimbursement a matter of record. Karbach seconded the motion. Motion carried.

The Mayor read a letter submitted by Fire Chief, Les Marckel who is requesting approval of Taylor Gage to fill the vacancy of a volunteer firefighter. Gage passed all pre-employment requirements and was unanimously chosen by the hiring committee. Karbach made a motion to approve the hiring of Taylor Gage as a volunteer firefighter, and to make the Fire Chief's letter of recommendation a matter of record. Meyer seconded the motion. Motion carried.

The Clerk-Treasurer, Phyllis Whitright reported there is approximately \$15,000 left in the State Revolving Fund Loan. These funds could be used towards additional planning/engineering for the remaining CSO points downtown, or the City could submit a letter to SRF to re-amortize the loan, which would be applied back to the repayment side of the loan to reduce the amount owed. Karbach made a motion to use the remaining funds towards the downtown CSO project. Meyer seconded the motion. Motion carried.

Mayor Schultz reported that he and Clerk-Treasurer, Phyllis Whitright, and Utilities Auditor, Dan Rickord met with Donald Smith and David Lefever from The Mako Group, LLC, who presented information on Red Flags Rule, which deals with complying with new requirements for fighting identity theft. The City Attorney was directed to research what is required from the City and report back at the February 1st Board of Works meeting.

The Board of Works members interviewed three applicants, Mark Cook, Jamie Tharp, and Shay Beaver for the Police Sergeant position, on Wednesday, January 5th. Mayor Schultz entertained a motion to appoint a new sergeant. Karbach made a motion to appoint Mark Cook, Meyer seconded the motion. Vote was Karbach and Meyer in favor, Schultz opposing. Motion carried. Cook will fill the vacancy of Tim Berkshire effective April 1st.

Council members Charlie Cook, Bill Crone, Matt Dyer, and Barb Engle attended the Board of Works meeting.

The Mayor was contacted by Heather Cruse, the City's website designer who suggested the City be on Facebook. Members discussed pros and cons of being on Facebook. The Mayor and the Clerk-Treasurer will meet with Heather Cruse on Friday, January 28th to get more information, and also meet with Department Heads to get their input, and then report back at the February 1st meeting.

Fire Chief, Les Marckel was present to obtain approval to replace a belt on a treadmill at the fire station. Mayor Schultz reminded all Department Heads that any items being purchased for the City that are not part of the operation of the department must receive prior approval. The City does not provide workout equipment for any other department, so Marckel needed to receive approval from the Board of Works members. Meyer made a motion to approve the claim, since the equipment was previously donated, and the cost to maintain is nominal. Karbach seconded the motion. Motion carried.

Roger Gage, Building Supt. received quotes to replace the doors at the train depot on 7th Street. Quotes received were from Arnold Lumber, Joel Mishler, and Kampman's. Limberlost Construction quoted refurbishing the doors. It was discussed to refurbish the doors instead of replacing them. Gage was instructed to contact the bidders and have them resubmit a quote for refurbishing the doors.

Utilities Auditor, Dan Rickord informed the Board members that he was contacted by Jerry Setser, who owns a duplex with a dumpster. Setser is requesting reimbursement for his tenant, Daniel Mills that has been charged for trash collection of \$12 for 12 months for the year 2010, totaling \$144.00. Meyer made a motion to approve the reimbursement of \$144.00 to Daniel Mills, Karbach seconded the motion. Motion carried.

Steve Krull, Parks & Recreation Supt., was present to give an update on the Park Master Plan. Wightman Petrie is the firm hired to prepare a Master Plan. Krull reported the Park Board has approved closing out the Park Non-Reverting fund, and moving these monies to the Park Operating fund to help pay a portion of the Master Plan. The cost of the Master Plan is \$15,000. There is approximately \$6,000 in the Park Non-Reverting fund. Meyer made a motion to approve transferring the funds to pay for the Park Master Plan, Karbach seconded the motion. Motion carried. The Clerk-Treasurer will prepare an ordinance for council's approval at a future council meeting.

There being no further business, Meyer made a motion for adjournment. Karbach seconded the motion. Motion carried. The meeting was adjourned at 7:25 p.m.