

CITY OF DECATUR
BOARD OF PUBLIC WORKS & SAFETY MINUTES
JULY 15, 2008

The City of Decatur Board of Public Works and Safety met on Tuesday, July 15, 2008 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.

The meeting was called to order by Mayor John Schultz. The Clerk-Treasurer emailed the minutes from July 1st. There were no corrections or amendments offered, so Meyer made a motion to approve the minutes as received, Schultz seconded the motion. Motion carried.

Attorney, DuWayne Herman was present for a hearing on processing expenses for demolition of structure on property at 1027 Vine Street. A certified letter was sent to the property owner, Brooks Arnold in reference to the hearing. The certified receipt was signed by Kimberly Wilferling, and received on July 5th. Karbach made a motion to make the letter and the certified receipt a matter of record. Meyer seconded the motion. Motion carried. Neither Arnold nor Wilferling attended the meeting. Mr. Herman explained the cost to file a lien against the property would be \$1,018.36, which includes attorney fees, and the building departments mailing expenses. To go through foreclosure would cost \$2,518.36, adding additional attorney fees. Also included in the expenses is the cost of demolition. Meyer made a motion to make the demolition invoice for \$4,600.00 from D. Luginbill Excavating a matter of record. Karbach seconded the motion. Motion carried. Karbach made a motion to establish the fees Mr. Herman has set. Meyer seconded the motion. Motion carried. Meyer made a motion to have Mr. Herman send a letter to Brooks Arnold to inform him of the total cost and to proceed with foreclosure. Karbach seconded the motion. Motion carried.

The Clerk-Treasurer, Phyllis Whitright received a letter from PERF approving the two (2) police officers, Jonathan Wenzel and Joel Lengerich as members of the 1977 Police Officers' Pension Fund. Meyer made a motion to make the Certificate of Appointment for the two (2) new Patrolmen a matter of record. Karbach seconded the motion. Motion carried.

The Mayor received a quote from MD Landscaping of \$1,730.00 to repair both side banks along Washington Street near the golf course. The price includes an erosion matting, top soil, seeding, and labor. This will help hold the dirt in place. The Mayor requested using the CCI fund to pay for this project. Meyer made a motion to approve the quote and to use the CCI fund. Karbach seconded the motion. Motion carried.

The Mayor reported there will be extra work needed on the Industrial Park Phase III-A project. According to County Surveyor, Paul Norr a sub main line will need to be run, which an extra \$3,000 will be added to this project. Fleming Excavating will install the sub main line.

City Attorney, Tim Baker prepared a notice to bidders, bid specifications, and lease agreement for the property located at 111 N 7th Street. Currently the property is being leased to Gandy Dancer's. The lease is for two (2) years, automatically renewable for up to four (4) additional terms of two (2) years each, for a maximum of ten (10) years, unless either party terminates the automatic renewal. Bids will be advertised in the Decatur Daily Democrat on Saturday, July 19th and again on Saturday, July 26th, sealed bids will then be opened and read aloud on August 5th at the Board of Works meeting at 6:15 p.m. at City

Hall. The Clerk-Treasurer will send a letter to the current lessee, to inform her that the current lease will expire on August 31, 2008 and the new lease will commence on September 1, 2008. Meyer made a motion to approve the bid specifications, the terms of the lease, and also the advertisement for bids. Karbach seconded the motion. Motion carried.

The Mayor reported 25 people attended the Downtown Revitalization meeting that was held at City Hall. The Mayor will hold another meeting and invite the public for their input on downtown. The Mayor announced that he and Tom Lehman of Fifth Third Bank, and Rex Hinsky will go to Van Wert to talk with officials about their downtown revitalization.

The Clerk-Treasurer mentioned there were some minor changes to the salary ordinance that will be introduced at the council meeting. Section 2.F. Department of Law #2 a more detailed explanation is given for any additional work beyond usual and customary for the City Attorney. The other change is deleting the Maintenance Department, and listing the mechanic position under the Street Department in Section 2.D. #2.

The Mayor reported he checked with other cities and they do prepare budgets for utility departments. It was discussed to have the utility departments also prepare budgets.

City Attorney, Tim Baker attended the Department Head meeting today to gather information to update the city code of ordinance books. The City Attorney encouraged council members to review these code books, especially Chapter 32.03 on how to conduct business for council meetings. The City Attorney will meet with the Department Heads for the next couple of months to update these code books.

The Clerk-Treasurer informed all council members that open enrollment for the city insurance plan is until August 31, 2008.

There being no further business, Meyer made a motion for adjournment. Schultz seconded the motion. Motion carried. The meeting was adjourned at 7:15 p.m.