

**REGULAR SESSION MINUTES
LOGANSPOUT BOARD OF PUBLIC WORKS AND SAFETY**

Wednesday, December 14, 2016

10:00 AM – City Council Chambers

CALL TO ORDER: by Mayor Dave Kitchell at 10am.

PLEDGE OF ALLEGIANCE: All in unison

ROLL CALL: by Stacy Cox, Clerk Treasurer

Present: Mayor Dave Kitchell, Mercedes Brugh, Carl McPherson.

Attorney: Yamir Gonzalez-Velez

Media: Mitchell Kirk (Pharos Tribune)

Other Present: Johnny Quinones, Deb O'Connor, Brad Rozzi and Rob Smith

APPROVAL OF MINUTES: Minutes of the December 7, 2016 Meeting

Motion: Action: Approve, **Moved by** Carl McPherson, **Seconded by** Mercedes Brugh.

Motion passed unanimously.

APPROVAL OF CLAIMS:	\$360,194.31	Total Claims including:	
		Claims	\$151,628.21
		Payroll	\$188,557.10
		Fire Pension Claim	\$1,000.00
		FTO Incentive Pay	\$8,944.00
		TIF Industrial Park	\$2,316.25
		TIF Downtown	\$3,116.25
		TIF East End	\$2,316.25
		TIF Gateway	\$2,306.25

Stacy Cox stated that these are the final claims for the year.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

VISITOR COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

▪ Bid Opening – Materials for 2017

Yamir Gonzalez-Velez

Stacy Cox stated that they received three sealed bids for the notice for bids that went out for all the materials for the Street Department. The three companies who submitted bids were: Central Paving, MR Louthain and Assoc LLC, and Engineering Aggregates. There were several items being bid on today and each was bidding on different items. None of them are bidding on the same items. Mayor Kitchell made a motion to take these under advisement.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson. Motion passed unanimously.

▪ Unsafe Structures Hearing

Deb O'Connor

• 1626 E. Broadway – Vinod Gupta

There was no one present to represent this property. Deb O'Connor said she did talk to the Property Manager today and they are going to stay on top of this until it is corrected. Deb would still like to put a condemnation notice on this property until it is brought up to code. This was purchased in a tax sale. His plan is to have this up to code by April 1st. The property is currently secured. Carl McPherson made a motion to condemn this property pending a hearing on demolition the first meeting in April.

Yamir stated for the record that Deb has spoken with the owner and there is a plan in motion for the building. His plan of action is in writing. Deb is going to send a certified letter with the plan of action in it with deadlines.

Yamir stated that at the hearing in April that the owner has the right to state that the problem has been corrected and he would like the condemnation notice removed from the property.

Motion: Action: Approve, **Moved by** Carl McPherson, **Seconded by** Mercedes Brugh.

Motion passed unanimously.

• 1331 Wright St. – Noe Lopez Vazquez

The owner is present and Johnny Quinones is translating today. Deb O'Connor said this property was in a fire there on November 23rd that destroyed the top floor of the house. Deb condemned it that day to keep people out of it. She then sent a letter asking what the owner was planning to do. There was no insurance on this property. This property has been sold within the last year and the new owner will be getting a building permit today. The new owners name is Frederico Abreu 917 Spear Street. The new owner says he will have the property completed in one year. Dave Kitchell asked to have a hearing for progress in three months, March 8th, 2016.

Yamir also translated for the new owner. Both Johnny and Yamir speak Spanish and English and the property owner speaks Spanish so they are translating for them.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

▪ **Contracts**

• **Purchase Agreement – Trine parking lot**

Arin Shaver

Stacy Cox stated that the Purchase Agreement that was in the packet was dated last week, the 7th and should be the 14th, so this date changed and also the termination offer date changed from the 21st to the 23rd. Arin Shaver stated that this is property that is at 429 E Market Street. It is the old Salin bank ATM drive through. They want to purchase it for \$34,500 and it has been to Council to appropriate the money and passed first reading. The proposed closing date is December 30th. Deb O'Connor will inspect this property after the purchase agreement is enacted. Closing fees would be paid by the buyer and the seller and the Title Search would be done by seller. Termination of this offer would be the December 23 after the 22nd meeting. This money would come from CEDIT and Planning Department would pay the Closing Costs.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

• **Browning Day Mullins Dierdorf - Memorial Center**

Mercedes Brugh

Mercedes Brugh stated that this is a contract for the design of the HVAC system for the Memorial Center. They are a team of two. One is an expert in historic buildings and one is an expert on energy efficiency. They will design the system and oversee the RFPs. They will then be able to say what the HVAC will cost for that building. Their cost is \$15000.00 with an additional \$2000.00 in reimbursable costs. The funding will come from Contractual Services in the BOW budget. No other quotes were sought out for this project. Mayor Kitchell made a motion to approve the city's half of the contract. The County will have to also approve their half of this contract.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

• **Mordenti Building Services – Memorial Center**

Mercedes Brugh

Mercedes Brugh explained that this is a contract for them to prepare the Memorial Center for temporary heat. The contract is up to \$1750.00. This is also to be paid out of BOW Contractual Services. Mayor Kitchell made a

motion to approve the city's half of the contract. The County will have to also approve their half of this contract.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

- Sunbelt Rentals – Memorial Center Mercedes Brugh
Mercedes Brugh stated that this contract is for the two temporary gas heaters that will be outside of the building that will be vented into the building. Mayor Kitchell made a motion to approve the city's half of the contract. The County will have to also approve their half of this contract.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

Stacy Cox requested that none of these contracts be given to the vendors to proceed until they are fully executed.

- Alex Myer Dave Kitchell
This contract is for temporary help in the Mayor's office. This is a maximum contract of \$192.00 at \$12 per hour. This will be paid out of BOW Contractual Services.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

▪ Street Department Tony Shanks

- Application for Curb Cut – Comcast
Tony Shanks has no problem with this request.

Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

- BCA Environmental Consultants – New Monitoring Well

Motion: Continued for one week due to the proper application missing, **Action:** Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.

- Fire Department Bernie Mittica
 - Retirement of House Captain Christopher A. Cover – Dec. 16, 2016
Christopher Cover is retiring after 28 ½ years on the Department. His official last day will be Friday, December 16, 2016. He was very committed to the fire department through his whole career.
Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.
Motion passed unanimously.

REPORTS:

- Fire Department November 2016 Report Bernie Mittica
Bernie presented the November 2016 report.
Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.
Motion passed unanimously.
- Police Department November 2016 Report Brad Rozzi
Brad presented the November 2016 report.
Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.
Motion passed unanimously.
- Parks & Golf Mileage Report
Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.
Motion passed unanimously.
- Code Enforcement John Quinones
 - Standard Weekly Report
Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.
Motion passed unanimously.
 - Property Clean-up
 - Request for 2 week extension – 530 Henry St
No one was present to represent this property. Yesterday, Johnny spoke to the owner's father who lives there and he request a two week extension.
Motion: Action: Approve, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.
Motion passed unanimously.

Johnny asked if shoveling the sidewalk is a violation and the city has properties it owns can he ask for winter help in his department. Yamir stated that as a city there are some things that we have to clean because they are a nuisance to public safety. This is a budgetary question and it will discussed for future consideration.

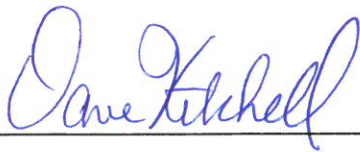
BOARD MEMBER COMMENTS: None

MISCELLANEOUS BUSINESS AND ANY MATTERS NOT ALREADY CONSIDERED INCLUDING ADA SECTION 504 COMPLIANCE OR CONCERNS: None

ADJOURNMENT

Motion: at 10:46 a.m., **Action:** Adjourn, **Moved by** Mayor Dave Kitchell, **Seconded by** Carl McPherson.

Motion passed unanimously.



Mayor David Kitchell



Clerk Treasurer Stacy L Cox

Audio and Video

December 14, 2016