

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

Wednesday, July 1, 2020

9:00 AM – City Council Chambers

CALL TO ORDER: Mayor Chris Martin called the meeting to order at 9:03 a.m.

PLEDGE OF ALLEGIANCE: The pledge was recited in unison.

ROLL CALL: Duane Ullom, Clerk-Treasurer.

PRESENT: Mayor Martin, Lisa Terry, Stacy Cox.

ATTORNEY PRESENT: Kelly Leeman.

MEDIA: James Wolf.

OTHERS PRESENT: Arin Shaver, Tony Shanks, Travis Yike, Nicholas Yax, Dahrol Perry, Janet Fawley, Rick Bair, Wayne Erwin, Shawn Heishman.

APPROVAL OF MINUTES: Minutes of the June 24, 2020 Meeting

Motion: to approve the Minutes from June 24, 2020, as presented **Action:** Approve, **Moved** by Mayor Martin, **Seconded** by Stacy Cox.

Motion passed unanimously.

APPROVAL OF CLAIMS: \$437,011.25	Including:	Claims	\$98,397.26
		Payroll 6/25/2020	\$241,763.99
		Longevity	\$95,850.00
		Police Pension Secretary Pay	\$1,000.00

Motion: to approve the claims as stated, **Action:** Approve, **Moved** by Chris Martin, **Seconded** by Stacy Cox.

Motion passed unanimously.

VISITOR COMMENTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

- Certificate of Appreciation
 - BJ Cox

Mayor Martin

Stacy presented this certificate, unfortunately, BJ Cox was unable to be present. This certificate is for 30 years of service with his anniversary date being in June. Stacy would like to recognize BJ at a later time when he is available to be present. Mayor Martin agreed, thanking BJ for his service to the community.

- **Contracts/Agreements**

- **Synthesis Incorporated**

Arin Shaver

- **Addendum to Architectural Design Services**

Arin came forward to present this stating it is an addendum to a current contract with Synthesis through the Main Street Revitalization program. La Fiesta has had some changes to their design so this addendum is for that additional work for the architect. This addition is going through us because the City is the actual holder of the contract and awarded the grant. La Fiesta has already paid 100% of the additional costs. Arin is asking for approval to add the work to the contract so the work can be done and paid for by La Fiesta. Stacy acknowledged appreciation to them for all the extra renovations they are doing on top of this grant. Arin stated that is why they changed the façade, as opposed to, building a whole new building that would cost more. They are rearranging the layout of the store on the inside and including additional windows for their front façade on 6th Street.

Motion: to approve the addendum to the Synthesis contract, **Action:** Approve, **Moved by** Stacy Cox, **Seconded by** Lisa Terry.

Motion passed unanimously.

- **Establish a Bid Account for MSRP Grant**

Arin Shaver

Arin explained that what happens with the bids is each contractor will want a set of printed plans. Instead of putting it on the Clerk-Treasurer's office, because it's about 35 pages and 3 addendums, typically they have a company, in this case RePro Graphics from Indianapolis, who will hold it online for review with the ability to purchase prints and charge the contractors. Arin stated also having it online will allow us to get the copies wanted for her office and others, including the architect, and others that the grant administrator, Steven Wray, said they will need. There is also an additional cost for the three addendums. Arin stated it should be around \$250 but that depends on changes and additional information added later. Arin's hope is to set this up to easily get info to contractors without burdening the Clerk-Treasurer's office with the 35 pages of 24x36 copies. Arin's copy would be paid for from her budget. This is not currently included in her MSRP budget. When she has the final total, she would bring that back for approval. The exact dollar amount won't be known until the end. Stacy asked if it is a covered expense under the grant. Arin stated "no." Stacy suggested, with Duane's approval, there is money budgeted in Grant Administration, which is a separate fund, to pay the expense. Lisa Terry asked if this was a one time \$250 payment. Arin stated that is the guestimate at this time. Each copy that a contractor wants will be paid for by that contractor. Additional cost would

include any changes or extra copies. Without a set amount or a contract Arin is only seeking approval to acknowledge this plan and to use RePro Graphics. Lisa Terry asked if there should be a capped amount set to avoid going over budget. Duane assured her there is plenty of money available and it shouldn't be an issue.

Motion: to authorize Arin to use RePro Graphics to manage the bid document printing and sending **Action:** Approve, **Moved by** Stacy Cox, **Seconded by** Lisa Terry.
Motion passed unanimously.

- Request for Parking Lot Usage Arin Shaver
 - Staging Area for MSRP Façade Work
 - State Theater, Pear Tree Gallery, and Judy's Goodlife Emporium

During construction, contractors will have to have their equipment and different materials staged to be able to bring them onsite. The area for the State Theater, Pear Tree Gallery, and Judy's Goodlife Emporium is the alley, owned by the State, but it is a small area. The inquiry is to use the parking lot on the northwest corner of Market and 4th across the street for overflow. Stacy acknowledged she doesn't love that idea. Arin stated they are working on the closing date. Lisa Terry asked if it was the lot the Farmer's Market uses. Stacy replied it was the lot formerly owned by Security Federal, across the street from Pear Tree Gallery. Arin stated construction would probably not start until September but will need to put areas in their bid packet for contractors to know where to put their stuff. Stacy asked if there was any space to use behind the buildings. Arin stated most of that was enclosed for the stormwater project and the Salvation Army which is hard to get ahold of. The only other place would be the Farmer's Market and Arin is aware of different events being cancelled there. Stacy asked what would be located on the parking lot. Arin stated it would be equipment and materials. They will also have a job trailer but that location is undecided. Stacy asked if the City owned the lot next to the old Salvation Army, where they added parking signs for Amelio's. Arin confirmed she was speaking about the lot to the east, Stacy agreed. Arin stated yes to the being a city owned lot and that people park there but they could possibly put it on the concrete beside there. Mayor Martin acknowledged we would have to check with Tony to put it on the street. Arin assured him it would be in the parking lot. Stacy asked if she knew the estimated length of time. Arin said it has to be done by August 2021. Until we know the contractors actual time schedule and when they will work on each building the actual amount of time is unknown. The material would be present in a set location for the amount of time those buildings are being worked on. Mayor Martin acknowledged that there will need to be a different staging area for each area of the MSRP. Arin confirmed they will. Stacy asked for it to look as astatically pleasing as possible. Arin acknowledged the landscaping buffer of the area and understands Stacy's request.

Motion: to approve the request for parking lot usage for the staging area for MSRP façade work for the State Theater, Pear Tree Gallery, and Judy's Goodlife Emporium **Action:** Approve, **Moved by** Chris Martin, **Seconded by** Lisa Terry.
Motion passed unanimously.

- Electrical Licenses Mayor Martin
 - Michael Gust
 - Jeffrey Fissel d/b/a Fissel Electric

Motion: to approve the electrical licenses of Michael Gust and Jeffrey Fissel d/b/a Fissel Electric, **Action:** Approve, **Moved** Mayor Martin, **Seconded by** Lisa Terry.
Motion passed unanimously.

- Street Department Tony Shanks
 - Request for Sign
 - Handicap Parking Sign – 321 W. Linden Ave.

Tony came forward to present this report. The Street Department was prepping East and West Linden to prepare for the grinding and pavement work to be done. There was a homemade handicapped in front of 321 W. Linden Ave that was crushed from the tree trimming. Tony is requesting to put an authorized handicapped sign there for her. Mayor Martin acknowledged this was approved by the police and fire department.

Motion: to approve the request for handicap parking sign, **Action:** Approve, **Moved by** Lisa Terry, **Seconded by** Stacy Cox.
Motion passed unanimously.

- Police Department Travis Yike
 - Officer Resignation & Reassignment – Chad Wagner

Police Chief, Travis Yike, came forward to present this request. Officer Chad Wagner has been an LPD Sargent for several years and has decided to resign his position and resume a position as a patrol officer, giving up responsibilities as a supervisor. Chad wrote a letter, signed it, and presented it to the assistant chief on June 19. Chief Yike is asking for approval of this request effective immediately and retroactively back to June 19 as a patrol officer. Stacy asked if he had communicated this with payroll. Travis stated he had spoken with Duane last week. Mayor Martin asked the chief and assistant chief if they were both good with this request. Chief Yike stated they both were. The mayor asked if there is a replacement for the vacant position. Chief said they are working on it now. The actual position to be filled will be a corporal position and will have an increased pay rate.

Motion: to approve the officer reassignment request for Chad Wagner, **Action:** Approve, **Moved by** Mayor Martin, **Seconded by** Lisa Terry.
Motion passed unanimously.

BOARD MEMBER COMMENTS:

Lisa suggested a committee to thoroughly investigate the fountain. She suggested the fountain may need to be inside if it can't function outside.

Stacy acknowledged the meal distribution on Thursday's is moving to the McHale Complex at Riverside Park from 4-6 or until food is no longer available.

Mayor Martin read a proclamation:

***WHEREAS:** Clean, renewable forms of energy are powering more homes and businesses than ever before, and the City of Logansport has taken proactive steps to ensure continued growth of renewable sources of energy by developing a 16 MWAC solar energy project utilizing over 80 acres of Monarch butterfly pollinator friendly species, in the State of Indiana, known as Logansport Solar Project, with partners Logansport Municipal Utilities, Inovateus Solar, and Alchemy Renewable Energy;*

***WHEREAS:** Logansport Solar Project will begin construction in July of 2020 as a 16 megawatt (AC) solar electric plant, about eight percent of LMU's peak demand; and*

***WHEREAS:** This clean energy facility will provide a great opportunity to support and grow habitats for pollinator species, such as birds, insects, and native plants. Pollinator habitats increase energy production due to the creation of a micro-climate within the array; and*

***WHEREAS:** These pollinator species are essential partners of farmers and ranchers in producing much of our food supply, as well as playing a vital role in the health of our national grasslands and forests. They will help pollinate neighboring farm land and crops that will lead to successful crop reproduction; and*

***WHEREAS:** The Bee and Butterfly Habitat Fund and Fresh Energy in collaboration with Inovateus Solar worked to conserve and restore natural ecosystems, focusing on birds, insects, other wildlife, and their habitats for the benefit of humanity and the earth's biological diversity, and*

***WHEREAS:** A healthy and diverse ecosystem is the keystone of a thriving community, vigorous local economy, and enhances overall biodiversity of the communities they are present in.*

NOW, THEREFORE, I, MAYOR CHRIS MARTIN, of Logansport, Indiana do hereby proclaim June 26th, 2020 as "BIRD & POLLINATOR FRIENDLY SOLAR DAY".

MISCELLANEOUS BUSINESS AND ANY MATTERS NOT ALREADY CONSIDERED INCLUDING ADA SECTION 504 COMPLIANCE OR CONCERNS:

ADJOURNMENT:

Motion: to adjourn the meeting at 9:25 a.m., **Action:** Adjourn, **Moved by** Chris Martin, **Seconded by** Lisa Terry.

Motion passed unanimously.



Chris Martin, Mayor

Duane Ullom, Clerk-Treasurer

Audio and video recorded on 7/1/2020