

## REGULAR SESSION MINUTES

### LOGANSPORT BOARD OF PUBLIC WORKS AND SAFETY

Wednesday, May 4, 2022

9:30 AM – City Council Chambers

**CALL TO ORDER:** Mayor Chris Martin called the meeting to order at 9:30 a.m.

**PLEDGE OF ALLEGIANCE:** The pledge was recited in unison.

**ROLL CALL:** Duane Ullom, Clerk-Treasurer

**PRESENT:** Chris Martin, Jacob Pomasl, Lisa Terry.

**ATTORNEY PRESENT:** Kelly Leeman.

**MEDIA:** Karen Sterns.

**OTHERS PRESENT:** John “Tony” Shanks, Kathy Courtad, Madyson Clem, Bob Bernhardt, Dahrol Perry, Jonathan Nelms, Rick Bair, Janet Fawley, Randy Ulery, Rob Rennewanz, Travis Yike, Arin Shaver, Sabrina Gimenez.

**APPROVAL OF MINUTES:** Minutes of the April 27, 2022, Meeting

**Motion:** to approve the Minutes from April 27, 2022, as presented, **Action:** Approved, **Moved by:** Lisa Terry, **Seconded by:** Jacob Pomasl. Motion passed unanimously.

<b>APPROVAL OF CLAIMS:</b>	\$292,098.48	Including:	Claims	\$53,482.73
			Payroll 4/28/22	\$235,615.75
			TIF Ind Park Claim	\$3,000.00

**Motion:** to approve the claims as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Jacob Pomasl. Motion passed unanimously.

**PUBLIC COMMENT:**

**OLD BUSINESS:**

**NEW BUSINESS:**

- Contracts/Agreements
  - Contract for Executive Intern Services

Chris Martin

Mayor Martin explained they were unable to have an intern for the spring semester of school. This is for a summer internship in the mayor's office. He communicated there are quite a few items that need done, including ordinances. Lisa asked why we will be paying this person when most other's that get interns are at no charge. Mayor Martin explained this has been budgeted since the previous administration. Lisa mentioned the possibility of that money going somewhere else and still get the services at no charge. Mayor Martin acknowledged it is \$1,000 and does not think it is that big of a deal. Jacob agreed, adding he thinks it would be good to compensate for the work that someone would do for us. Lisa asked if this person is received via the Career Center at Logansport Schools. Mayor Martin confirmed they do use high school students. Jacob stated this one will not be through the Career Center because it is a summer internship.

**Motion:** to approve the Contract for Executive Intern Services, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Jacob Pomasl. Motion passed, Yea: 2, No: 1.

- Independent Contractor Agreement
  - Rich Voorhees

Jan Fawley

Jan came forward. She explained this is for pictures at the Daddy/Daughter dance. Rich takes the professional photos of all the kids and their dads. Mayor Martin stated he is excited to be there tonight with his daughter. He asked Jan how the turnout was. She said it was pretty good. They have two sessions and she believes the first session is all filled

**Motion:** to approve the Independent Contractor Agreement for Rich Voorhees, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Lisa Terry. Motion passed unanimously.

- Agreement of Services
  - Performing Princess

Jan Fawley

This is also for the Daddy/Daughter Dance. The mayor asked where she found this person, Jan stated Kara found her. Lisa asked what this person does. Jan explained they come in a Disney princess costume

**Motion:** to approve the Agreement of Services for Performing Princess, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Jacob Pomasl. Motion passed unanimously.

Jan wished to acknowledge and thank the Logansport Police Department for their quick response with solving the restroom situation. She said it was amazing to see that all done. Insurance has been good too. She is hopeful to get it ready for Squeal on the Eel.

- APX Solutions

Rick Bair

Chief Bair came forward. He explained this is an agreement with a new vendor for their software. This software is inspection software and pre-plan. He mentioned doing research over the last four months on different companies. He spoke with APX Solutions last week and would like to try them out. Chief Bair confirmed there is money in his budget to pay for this service.

- Proposal for Pre Plan & Inspection Software

**Motion:** to approve the APX Solutions Proposal for Pre Plan & Inspection Software, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Lisa Terry. Motion passed unanimously.

- Permission to use City Lot

Jacob Pomasl

- Logansport Farmers' Market Association

Jacob mentioned communicating with Kathy Courtad, who is also present at the meeting if there are any questions. They explored a new location for the Farmer's Market this year since the Redevelopment Commission sent out requests for proposals on the former Farmer's Market lot. The newly acquired lot from Mike Anderson Auto, on Melbourne Avenue, seemed like a good option and they would like to request permission to use this lot. Lisa asked if this is 3<sup>rd</sup> Street. Jacob explained it is right behind the State Theater, on Melbourne Avenue. Jacob acknowledged needing to get insurance. Kathy confirmed it is in the process. Jacob asked her to make sure it is submitted to the Clerk-Treasurer's office.

**Motion:** to approve the Request to use City Lot for Logansport Farmers' Market Association, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Jacob Pomasl. Motion passed unanimously.

- Electrical Licenses

Chris Martin

- Kevin Hommell d/b/a Bash & Associates
- Eugene Kaufman d/b/a Shepler Construction
- Darrell Boyd d/b/a Brand Electric
- James Haskell d/b/a JD Electrical Inc
- Heath Sommers d/b/a Sommers Electric
- Curtis Skiles d/b/a Skiles Electric
- David Kinder d/b/a Kinder Electric
- Dean Waters d/b/a Dilling Group Inc
- Michael Barth d/b/a Barth Electric Co Inc
- David Small d/b/a Small Electric

**Motion:** to approve the Electrical Licenses, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Lisa Terry. Motion passed unanimously.

- Street Department Tony Shanks
  - Dumpster Request
    - 1005 E. Broadway

Tony came forward. He acknowledged he does not like having a dumpster on Broadway but there is no other option for placement.

**Motion:** to approve the Dumpster Request at 1005 E Broadway, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Jacob Pomasl. Motion passed unanimously.

- Application for Curb/Street Cut
  - BCA Environmental Consultants – between 415-420 Humphrey St. and 416-420 Montgomery Street; & between 111 & 121 E Clay Street

These are for environmental monitoring wells. He mentioned working with this company before and they always do a good job.

**Motion:** to approve the Application for Curb/Street Cut for BCA Environmental Consultants, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Lisa Terry. Motion passed unanimously.

- Community Development – Monthly Report, April 2022 Rob Renewanz

Rob came forward. Highlights from the April 2022 Monthly report include a deposit total of \$8,627.55 for 127 permits. The year-to-date, there are at 217 permits for a total of \$49,438.00. A year ago, there were 214 permits for \$33,267.00.

**Motion:** to approve the Community Development April 2022 Monthly Report, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Jacob Pomasl. Motion passed unanimously.

- Code Enforcement Randy Ulery
  - Weekly Report

Randy came forward. Last week there were 21 new trash violations issued and 6 cleared by the owners. There were 5 vehicles tagged and 4 cleared by the owner. There were 12 new mowing violations sent out. There are 5 new notices to appear, and 4 more properties have appeared before the Board of Works for the year. Lisa asked who mows the Memorial Home. Mayor

Martin stated the city does. He also mentioned the property of the future police station, which is also now owned by the city. Mayor Martin stated they will have a discussion about it later.

**Motion:** to approve the Code Enforcement weekly report, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Lisa Terry. Motion passed unanimously.

- Old Business
  - 208 W Linden Ave or Sabrina Gimenez – Appeal

Mayor Martin asked if there was anyone present to represent this property. Sabrina Gimenez came forward. Randy stated this was at the Board on Works on 4/20/22. At that time, it was for multiple violations on the property. Nobody appeared for the meeting and a \$500 fine was placed on the property. Ms. Gimenez is present to appeal the fine. Mayor Martin reviewed the previous violations, acknowledging two violations occurring in 2022 and others dating back to 2015. Randy mentioned the property changed hands in 2018. Ms. Gimenez apologized, stating she did not come to the meeting on the 20<sup>th</sup> because she misunderstood the letter. She thought she had to clean the property or come to the meeting to tell why she did not clean it. She said when she received the letter, she communicated with Randy to help her understand the trash/recycling process with bulk items. Mayor Martin explained, since she had taken ownership in 2018 there has been a violation each year and two this year. Mayor Martin reviewed the violations which included trash bags, upholstered furniture, improper trash and debris, and mattress. Ms. Gimenez stated when they took the mattress out, she did not know they would not take it if it was not wrapped in plastic. She explained, sometimes they have stickers on their trash bags and people will steal them. They also have problems with neighbors using their trash bin. She explained a trash bag had broken open and contained diapers and she does not have children of that age. She stated sometimes the trash company does not take items outside the tote with stickers on them; they only take what is in the trash can. She explained that sometimes other people leave their trash at her property. Randy educated Ms. Gimenez when she came into the office. He told her to put her tote away for a quick fix and people will not use it. Randy also educated Ms. Gimenez on how to place the trash stickers to prevent them from being stolen. Mayor Martin explained the fine on the property is from the multiple violations. He communicated the reason they have people come in is to explain how they plan to prevent future violations from happening. He asked her if she felt educated enough now to not have trash violations. Ms. Gimenez said yes, she now understands the procedures and processes. Randy also mentioned that the violation details are on the letters they send to the property. Jacob asked Randy if she has a bigger trash bin. Randy stated she has one of the smaller ones. Jacob and Randy both suggested Ms. Gimenez call Republic, or stop in the mayor's office, to get a larger tote. Ms. Gimenez inquired about sitting items outside for another person to take. Randy explained the city does not want to see trash sitting on the streets. Mayor Martin thanked her for coming in and acknowledged waiving the fine. Randy asked for this to be contingent on no other violations in the next six months. A violation in the next six months will incur a \$500 fine.

**Motion:** to reverse the \$500 fine at 208 W Linden Ave, contingent upon no violations occurring in the next 6 months, as presented, **Action:** Approve, **Moved by:** Chris Martin, **Seconded by:** Lisa Terry. Motion passed unanimously.

**BOARD MEMBER COMMENTS:**

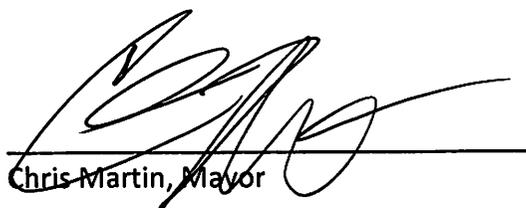
Lisa mentioned seeing baby bunnies and people not bringing them to the Humane Society. She also noted, if there are kittens, do not bring them to the shelter without their mother. It is best to leave them alone. There are no bottle feeders at the shelter. By June 1<sup>st</sup> of last year, they had 127 kittens, not counting their mommas, at the Humane Society. Many were able to be adopted out and or given to rescues that work with the Humane Society too.

Mayor Martin mentioned the importance of keeping properties clean. This is because investors come to town to invest in this community. When they come to town and see furniture in yards or tall grass that needs mowed, the investors may decide to invest elsewhere. He mentioned there will be investors in town later today.

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

**ADJOURNMENT:**

**Motion:** to adjourn the meeting at 9:55 a.m., **Action:** Adjourn, **Moved by:** Chris Martin, **Seconded by:** Jacob Pomasl. Motion passed unanimously.



Chris Martin, Mayor



Duane Ullom, Clerk-Treasurer

Audio and Video recorded on 5/4/2022.