

# MEETING OF THE CITY OF RUSHVILLE, INDIANA

## BOARD OF PUBLIC WORKS AND SAFETY

### DECEMBER 6, 2016

### 5:30 P.M.

**CALL TO ORDER:** The Board of Public Works and Safety met on the above date and time at 270 West 15<sup>th</sup> Street, Rushville, Indiana. Mayor Pavey called the meeting to order at 5:30 p.m.

**ROLL CALL:** Gary Cameron and Ron Jarman answered roll call. Darrin McGowan and Dr. John Williams were not present. Also present was City Attorney, Tracy Newhouse.

**MINUTES:** Cameron moved to approve the minutes of the November 15, 2016 meeting as presented. Jarman seconded the motion. Motion carried.

**MAYOR'S REPORT** – Mayor Pavey informed the Board that we have been having discussion regarding cyber risk placement service and received a quote from the insurance for \$2,535.00. Jarman will assist in developing a policy.

**CLERK-TREASURER'S REPORT** – Copley reminded those who have not done the Internal Controls training that it needs to be completed immediately and the certification turned in to her.

#### **DEPARTMENT HEAD REPORTS:**

**Street** – Commissioner Miller informed the Board that they did not receive the grant for the chipper and recycle truck. They will apply again for the next round.

He said their salt bins are full and they have 2 plows ready to remove snow.

**Fire:** Chief Jenkins said he received an email regarding the Medicaid supplement. He has received the preliminary approval and the final order should be received soon. We are to be refunded \$76,918.40 for 2014 within 3 – 4 weeks.

**Park:** Clerk-Treasurer Copley read the following report in the absence of Director Gurley:

1. They continue to work on removing leaves throughout the parks.
2. He is revising policies.
3. Saint Mary's school will be showing a movie at noon on December 20<sup>th</sup>. Also that evening he will be partnering with the Boys and Girls Club to show the movie, Inside Out.
4. There were 19 in attendance for the latest Pintrest night, which was canvas painting.
5. He is working with Kirk on a new floor plan for the remodel of South Veterans Park.

6. Today he is in Scottsburg for flood plain management training.

**Animal** – Moran said she has a new email and would like everyone to send her an email so she has everyone's address. Calls are now being funneled through City Hall.

**Police** – Chief Tucker presented a letter of resignation from Officer Donald Cochran effective 12/21/16. Tucker said the wording is improper and will ask him to revise the letter. He has been suspended 5 days without pay. After discussion Cameron made a motion not to accept the resignation and set the matter for hearing. Newhouse said we must allow 14 days before the hearing. Cameron withdrew his motion. Jarman moved to have a new letter of resignation submitted with the resignation being effective immediately and the terms should be agreeable with the handbook. Cameron seconded the motion. Motion carried.

**CITIZEN CONCERNS/COMMENTS:** None.

### **UNFINISHED BUSINESS:**

1. **Rushview Mobile Home Park Construction Report** – Bill Leber reported they had a substantial completion inspection on Friday. He provided completion paperwork with a punch list along with pay app #4. Leber said the grant money must be expended by the end of the year. Leber said the allowance has already been spent for the additional work for the drain inlet to replace the sump pump. The cost would be \$3,800.00 and would require a change order. Cameron made a motion to accept the proposal with the final change order and pay application submitted before the end of the year. Jarman seconded the motion. Motion carried.
2. **Code Enforcement Permitting Recommendation** – Recommendation has been made.
3. **Community Crossing Contract** – Sri Venugopalan, the new representative from Fleis was present. Pavey said they will be meeting again to finalize the contract. There are 4 contracts ready to be awarded for the next meeting totaling \$1,397,192.65. The total amount available is \$1,654,733.43, leaving a balance of \$257,540.78 that can be used for another project.
4. **Housing Study – Mike Higbee** – Pavey said he hopes to have the final report by Christmas.
5. **Ambulance S.O.R. Charges** – Jenkins presented a spreadsheet from other communities. Most of them said we are wasting our time. It was suggested that maybe after so many trips that a call be made to adult protective services. The individual would be responsible for the payment; therefore, we would probably need a company for collections. Jenkins said we cannot refuse to respond. Cameron made a motion to review and revisit the matter next March. Jarman seconded the motion. Motion carried.

**NEW BUSINESS:**

1. **Hiring process Full-Time Patrolman** – Cameron made a motion to begin the hiring process for a patrolman. Jarman seconded the motion. Motion carried.
2. **Security Services** – Chief Tucker said they have been approached by Wells Fargo for security services. Tucker said they would like to use the same procedures that they use for RMH. This would be done by off duty officers not to exceed 2 days per week. Jarman made a motion to approve the security for Wells Fargo with the same stipulation used for RMH. Cameron seconded the motion. Motion carried.
3. **Park Shelter Policy and Inspection Spreadsheets** – Cameron moved to approve the policy for the shelter rentals as presented. Jarman seconded the motion. Motion carried.
4. **Rental Property Procedures January 2017** – Mayor Pavey said we are working on a couple of rental leases and we need to have a uniform agreement. He will put something together and share the criteria.

**ITEMS NOT KNOWN IN ADVANCE:** Nothing.

**ADJOURN:** There was no further business to come before the Board; Jarman moved to adjourn. Cameron seconded the motion. The meeting adjourned at 6:15 p.m.