

**BOARD OF PUBLIC WORKS & SAFETY**  
**Thursday, January 5, 2012**  
**8:30 A.M.**

The Board of Public Works & Safety of the City of Huntingburg met in regular session on Thursday, January 5, 2012 at the hour of 8:30 A.M. in the Council Chambers of the Huntingburg City Hall with members, Spinner, Lewallen and Cox present. Also present was City Attorney Schneider.

Mayor Spinner called the meeting to order.

Clerk-Treasurer Dippel administered the Oath of Office to new members of the Board of Public Works and Safety, George Lewallen and Roger Cox. Dippel also administered the Oath of Office to Police Chief Ronald Drew and Fire Chief Scott Patberg.

A motion was made by Cox, seconded by Lewallen and carried to approve the minutes of both the December 13, 2011 meeting and the December 29, 2011 meeting.

A motion was made by Cox, seconded by Lewallen and carried to approve the claims as presented.

Brian Woolums, representing Smithville Digital, LLC was present to request an easement for the use of City right-of-way for the construction of fiber-optic lines from the Huntingburg Public Library to the United Minerals office at 409 N. Van Buren Street.

A motion was made by Lewallen, seconded by Spinner and carried to approve the request for easement from Smithville Digital, LLC as presented.

Attorney Schneider indicated that he will prepare the easement but Smithville will have to provide the legal description of the properties involved.

Prior Fire Chief Glen Kissling presented the monthly report for the Fire Department.

Wastewater Superintendent Kemp presented his monthly report. He requested permission for he and Brad Coomer to attend the Pumper Environmental Expo show in Indianapolis on February 27 and 28.

A motion was made by Cox, seconded by Lewallen and carried to approve sending Mike Kemp and Brad Coomer to the Expo noted above.

Kemp noted that the manning of the wastewater plant will be rescheduled to provide more manned coverage. He indicated that this will be done with existing wastewater staff.

The Mayor indicated that he has received a proposal from Kemp about the rescheduling and will be reviewing and forwarding that on to the Board members.

Attorney Schneider reported to the Board the status of the Order to Demolish a property at 612 Bretz Street in Huntingburg. He noted that the Order to Demolish was affirmed on November 10, 2011 and the property owners were given 60 days to demolish the property. The 60 days will expire January 9, 2012. He noted that no work has been done at the property. He explained the history of the situation.

There was discussion of how to fund the demolition of this property and other similar properties.

A motion was made by Lewallen, seconded by Cox and carried to authorize City Attorney Schneider to proceed with soliciting bids to demolish the property at 612 Bretz Street and to notify the owners and mortgage holder.

The bids will be opened at the next Board of Public Works and Safety meeting on February 2, 2012 at 8:30 A.M. in the Council Chambers of Huntingburg City Hall.

Planning Director Hazlewood requested a fund be established to pay demolition of such properties. He estimated that the demolition of the property at 612 Bretz Street would be under \$10,000.

Mayor Spinner suggested he work with the Council and Clerk-Treasurer to create a fund and identify possible sources of funds to be used for such demolition.

A motion was made by Cox, seconded by Lewallen and carried to recommend to the Common Council to establish an Unsafe Building Fund.

A motion was made by Cox, seconded by Lewallen and carried to recommend to the Common Council to fund the Unsafe Building Fund.

Attorney Schneider began discussion on a new Purchasing Policy for the City. He summarized the role of the Board of Public Works and Safety as the purchasing agency for the City. He noted that in the past the purchasing agent designated by the agency was one person, the Office Manager. He suggested department heads be designated purchasing agents for their department. He presented a memorandum and a "Proposed Small Purchasing Policy" outlining revised purchasing thresholds. He noted that there are multiple purchasing policies within the City and this is an effort to streamline the purchasing process and make it easier to understand.

Attorney Schneider will draft a proposed small purchasing resolution to be considered at the next meeting.

Police Chief Drew presented his monthly report.

Street Superintendent Thyen presented his monthly report. He informed the Board of the ongoing Stop Sign inventory and area of concern. The intersection of Orchard Road, Applewood Road and Highland Drive will be looked at by the Police Chief for his input.

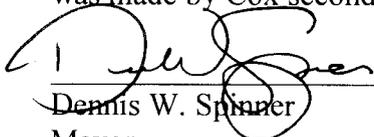
Thyen presented a list of "Priority Streets for Repair 2012" to the Board (Exhibit A). He would like to get discussion started and get input from Board members on the priorities of the repairs. He noted the top 4 on the list were his top priorities and the others were of equal priority.

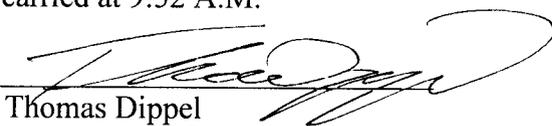
There was inquiry about the method used to prioritize repairs and if traffic count was considered in the decision to repair. Thyen noted that there used to be a rating system that took into consideration the condition of the road and traffic volumes but noted that a lot of the streets on the presented list are based on condition.

Code Enforcement Officer Snyder presented his monthly report. There was concern of the lack of citations for abandoned vehicles. Snyder indicated that he would address that situation. There was concern about charting the resolution of citations on the report. The Mayor indicated that it would be helpful to show whether an issue has been resolved. Snyder indicated that he would see what he could do about charting the resolution to citations.

It was also noted that Tell City has recently overhauled their code and police procedures and that the City will be discussing with them their changes made to help simplify and make the code more understandable.

There being no further business to come before the Board, a motion to adjourn was made by Cox seconded by Lewallen and carried at 9:52 A.M.

  
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Dennis W. Spinner  
Mayor

  
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Thomas Dippel  
Clerk-Treasurer

BOARD OF PUBLIC WORKS AND SAFETY

January 5, 2012

8:30 A.M.

EXHIBIT A

PRIORITY STREETS FOR REPAIR 2012

TOP  
Priority  
Expend

10<sup>th</sup> Street from VanBuren St. to Washington St. (or to Clay St.) presently no curb

N. Cherry St. from 2<sup>nd</sup> St. to 3<sup>rd</sup> St. and S. of 2<sup>nd</sup> St. (dead end) presently no curb

1<sup>st</sup> Ave. from Geiger St. to Walnut St.

Walnut St. from 3<sup>rd</sup> Ave. to 4<sup>th</sup> Ave.

8<sup>th</sup> St. from VanBuren St. to Washington St. ( curb needs replaced)

Christopher Crt. and Anthony Crt. ( N. of 20<sup>th</sup> St.)

Leland Dr. from 17<sup>th</sup> St. to 19<sup>th</sup> St. presently no curb

5<sup>th</sup> St. from Washington St. to Elm St. presently no curb

4<sup>th</sup> St. from VanBuren St. to Geiger St.

Geiger St. from 3<sup>rd</sup> St to 4<sup>th</sup> St.

Industrial Park Dr. area by Hoosier Retreads and others

7<sup>th</sup> St. from VanBuren St. to Washington St. presently no curb

CONCRETE STREET REPAIR

N. Geiger St. from 10<sup>th</sup> to 11<sup>th</sup> St. mostly areas along east side ( possible addition to storm sewers)