

BOARD OF PUBLIC WORKS AND SAFETY
November 28, 2018

The Board of Public Works and Safety met in regular session at the Knox City Hall on Wednesday, November 28, 2018 at 9:30 A.M. CST with the following members present: Mayor Dennis Estok; Clerk-Treasurer Jeff Houston; Board Members Steve Dodge and Jim Collins; and City Attorney Leslie Baker.

RE: AMENDMENT TO THE AGENDA

Jim Collins made a motion to add “8 S. Main Street – Code Enforcement” and “205 S. Main – Dumpster Variance Request” to the agenda. Steve Dodge seconded the motion. Motion passed with Three (3) ayes and No Nays.

RE: APPROVAL OF MINUTES REGULAR MEETING 10/24/18

Minutes of the previous meeting were mailed to the Board Members prior to the meeting for their review. Steve Dodge made a motion, seconded by Jim Collins to approve the minutes as presented. Motion passed by Three (3) ayes and No (0) nays.

RE: 2019 CITY HOLIDAY SCHEDULE

Mayor Estok said that per the employee handbook the Board of Works approves the holiday schedule and then is authorized by the City Council.

He said it is a typical schedule as in recent years. Boardmember, Steve Dodge asked if there is a City election in 2019 and the Mayor said yes.

Steve Dodge made a motion, seconded by Jim Collins to approve the Holiday schedule as presented. Motion passed with Three (3) ayes and No (0) nays.

January 1 Tuesday-New Year's Day 2019
January 21 Monday-Martin Luther King Jr. Day
February 18 Monday-President's Day
April 19 Good Friday
May 7 Tuesday-Election Day
May 27 Monday-Memorial Day
July 4 Thursday-Independence Day
September 2 Monday-Labor Day
October 14 Monday-Columbus Day
November 5 Tuesday-Election Day
November 11 Monday-Veteran's Day
November 28 Thursday-Thanksgiving Day
November 29 Friday-Day After Thanksgiving
December 24 Tuesday-Christmas Eve
December 25 Wednesday-Christmas Day
January 1 Wednesday-New Year's Day 2020
October 31, 2019 Thursday-Trick or Treat Hours 5:30 – 7:00 PM

RE: 8 SOUTH MAIN – CODE ENFORCEMENT

Building and Code Compliance Director, Kenny Pfof gave an order to seal the property due to a collapsed roof. The Mayor said it is now time to take the next step. He noted that the owner has indicated that they would like to just walk away from the building. The Mayor recommended that the owner be required to hire an engineer to assess the building to see if it can be repaired. Perhaps if enforcement procedures are used some money could be recouped by the City.

Steve Dodge made a motion to have the Building Commissioner start the unsafe building process against the owners and require the owners to attend the next Board of Works meeting.

Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: 205 S MAIN – DUMPSTER VARIANCE

Mayor Estok said the owner of the property at 205 S Main wants to be able to put a dumpster in the street while they are replacing their roof. The Mayor said if the variance is approved, he wants a time limit on the placement. Jim Collins made a motion, seconded by Steve Dodge to approve the variance for up to 5 (five) days. Motion passed with Three (3) ayes and No (0) nays.

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RE: 310 OSTRANDER – UPDATE

Building Administrator Pfof that the property at 310 Ostrander was very much improved and can be removed from the agenda. He noted improvements to the yard. The house is empty and for sale. Junk has been removed from the cul-de-sac. No further actions are needed.

RE: 1 – 3 N MAIN – UPDATE

Building Administrator Pfof has spoken recently to the owner. He is replacing the windows with double paned glass. The building is going to be tuck pointed and the south wall painted within the next couple of months as weather permits.

The roof has not been done yet. Mr. Pfof will email him the fire code information about the fire escape. The Board would like a progress report at the next meeting.

RE: 6 N PEARL – UPDATE

Mr. Pfof said the owner hired a new contractor and has filed a claim against the former contractor. A progress report will be given at the next meeting.

RE: SUPERINTENDENTS REPORTS

MVH Superintendent, Jeff Borg reported that the 2017 Community Crossing Municipal Grant has been closed out.

The 2018 agreements need to be signed and in INDOT's possession by March 1st. By April 15th, 2019 INDOT must receive a copy of LPA's fully executed and accepted contractor's bids and proper documents which includes road segments and cost.

The City is continuing to pick up leaves.

Wastewater Treatment Superintendent, Kelly Clemons reported that the sewer relining project is complete. The department has received the videos of the work. The invoice has been submitted for a little over \$82,000.00. This was a little more than the original estimate due to project changes.

The Ellis and Roosevelt lift station is waiting on pumps, the electrical panels have been installed.

One of the blowers went out. The compressor needs to be repaired.

Warner Electric hooked the clarifiers to the backup generators.

A reimbursement from FEMA will be sent to the City for flooding that occurred in February. The amount is \$7,867.00 to cover overtime pay, administrative costs and miscellaneous items.

Water Acting Superintendent, Tim Vogelzang thanked all the departments that helped with the recent boil order. The hydrant will be replaced in the spring and a six-inch line instead of a four-inch line will be used. The old hydrant was a 1905 Darling. A new tap will be installed on Klockner drive next week.

Sergeant Chad Dulin representing the Knox Police Department reported that the department was short all summer two officers. Kisela and Dulin have been trying to get vacations scheduled. On January 7th Chuck Leonhardt will go for testing and evaluation to be accepted into the academy for 16 weeks of training. P.J McKee is scheduled to go in August.

A gift of money was received for the K-9 officer so Dulin ordered a vest that is bullet proof and stab proof. Officer Dulin will attend a one-day recertification for K-9 handlers on December 5th.

Mayor Estok reported that the City will take bids soon for demolitions of one house.

There is still about \$43,000.00 left, so the City is hoping to take two final houses down.

The Starke County Development Foundation will no longer need to hold title to the cleared properties. The City will work to get those titles back. We will then dispose of some of those for construction or to adjacent property owners for side yards. Parkview properties will probably

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be held until it can be used as a possible match for grant purposes or perhaps a large-scale project.

There being no further business to come before the Board at this time the meeting upon motion was duly adjourned.

Dennis Estok, Mayor

Attest: _____
Jeffery J. Houston, Clerk-Treasurer