

**CITY OF BEECH GROVE
BOARD OF PUBLIC WORKS AND SAFETY
MEETING MINUTES
MONDAY, AUGUST 19th, 2013**

Mayor Dennis Buckley called the meeting to order at 6:20 p.m.

ROLL CALL: Board of Works Members Sandra Seward and Mayor Dennis Buckley were present. Also in attendance were Clerk Treasurer Dan McMillan and City Attorney Craig Wiley. Ed Bell was absent due to surgery.

MEETING MINUTES: Clerk Treasurer McMillan presented to the Board the minutes from the August 5th, 2013 meeting. Sandra Seward moved to accept the minutes as presented. Mayor Buckley seconded the Motion; which was approved by unanimous vote.

APPROVAL OF CLAIM:

. **Corporate Claims** – claims in the amount of \$684,270.15 were presented to the Board for approval.

Sandra Seward commented that she had asked Clerk Treasurer McMillan a couple of questions before the meeting just for clarification. Sandra also commented that the new format is not as clear on what the charges are and he did answer her questions. Sandra questioned a claim on page 2 for Reliable Water Services. She asked if we really lease a water heater. Clerk Treasurer McMillan said yes we do and it is a monthly lease. Fire Chief Rob Cheshire stated that it is used at Station No. 102 on Albany Street. Mayor Buckley explained the reason they lease it is because the plumbing is so poor at that station. He stated that the hot water cannot go to the other side of the building without a pump. Part of that is to pump the hot water.

Mayor Buckley did advise the Board that the claim on page 2 for Walker and Assoc. Insurance, in the amount of \$48,000.00, is for the second installment for the City's liability insurance. Mayor Buckley also mentioned that there were two payrolls for over \$200,000.00 each on this docket.

Sandra Seward moved to approve the claims as presented in the amount of \$684,270.15. Mayor Buckley seconded the Motion; which was approved by unanimous vote.

OLD BUSINESS: None

NEW BUSINESS:

. **Drug and Alcohol Testing Program – Mayor Buckley**

Included in the packet to the board was a proposal from Indiana Testing Incorporated for random blood and alcohol testing. Mayor Buckley stated that the Fire Department currently uses this group (ITI) and the Police Department just recently started using them. Mayor Buckley thinks it would be in the best interest of the City if we were standard in who does the random testing.

Fire Chief Rob Cheshire stated that ITI has been their drug screening company for over two years. The Fire Department went with them because they offer a complete package. They came out and trained the

supervisors on how to properly administer the drug screening for random checks. ITI comes out quarterly and the Fire Department submits a list of all the employees to them. They have two contacts and ITI will randomly choose 4 to 6 people at a time. The Fire Department and the employee will receive a confidential letter with the test results within one to two days.

Sandra Seward asked how they handle a probable cause test. Does the Fire Department call them to the site or send the employee to their facility. Chief Cheshire said that ITI comes to the site to perform the test. At that time they do the drug screening test and a 10 panel check. If the employee passes this check, they can return to work the same day.

Sandra Seward then asked if the Fire Department was covered under DOT. Chief Cheshire responded “no they are not”, but with the drug screening they follow all the DOT standards.

Sandra Seward wanted to clarify that the request is to have all City employees use the same provider for these tests and she asked what impact it would have on departments that are currently in contract negotiations. Mayor Buckley stated the Council just approved the drug testing so it is new to the City and would not impact current contracts.

Deputy Police Chief Michael Maurice advised that they will be using ITI for their 4th quarter testing.

Sandra Seward asked if this was a mobile service. Fire Chief Cheshire stated they bring their own personnel. They use our facilities to take the specimens and then send the specimens to their labs.

Fire Chief Cheshire also stated that this is very beneficial to them because ITI personnel come out early in the morning and catch employees getting off work and also the ones just coming to work.

Sandra Seward stated she used to do this type of job and was wondering if they come in ‘marked’ vehicles. If so could an employee see the vehicle, when they pull up to work, and decide to go home and call in sick. Fire Chief Cheshire advised that they drive their own personal vehicles. Also, he stated it would be very hard for an employee not to show up.

Clerk Treasurer McMillan asked how they would handle a situation of a police officer being outside the county and he asked if we are we locked into ITI being the only provider that could perform the necessary tests? Deputy Police Chief Maurice advised the board that they would not do a drug test outside the county unless there was probable cause. Even with probable cause they would send the employee to the hospital to have the blood drawn.

Sandra Seward asked, in the event of a probable cause situation, do they perform both a drug and alcohol test, or just the type of test they suspect is impairing the employee? Chief Cheshire stated that the Fire Department will do both.

Sandra Seward stated she wants to make sure the fees are comparable to the current provider we are using and Mayor Buckley stated they are very similar.

Sandra Seward asked Public Works Director Brad Meriwether’s if the DPW is OK with this recommendation and Brad said they have always had random testing, but just used a different provider.

Sandra Seward moved to enter into an agreement with Indiana Testing Incorporated for the purpose of random testing for all City wide employees. Mayor Buckley seconded the Motion; which was approved by unanimous vote.

Sandra Seward moved to enter into a two year agreement with Indiana Testing incorporated, with the correction of the dates and changing the wording on page 3, Section 12, from “School” to “City” in the contract. Mayor Buckley seconded the Motion; which was approved by unanimous vote.

. Request for Promoters Fall Festival and Fall Festival Parade – John Ciriello and Derek Blice

Clerk Treasurer McMillan read the request letter into record.

John Ciriello voiced the Promoter’s concerns of space due to the narrowing of Main Street and would like to have approval to close Main Street during the day if necessary. They still need to do the measurements

and are not sure if it would need to be closed. John Ciriello also commented that the Promoters did a poll of Merchants and the Merchants would like for it to stay open.

Mayor Buckley then asked for the different City Department Heads to give their thoughts or concerns on closing down Main Street. Deputy Police Chief Maurice said the Police Department did not have any issues with it being closed. Fire Chief Cheshire stated it would be nice to have an Emergency access lane if possible.

John Ciriello stated that there would be at least one lane going down the middle. Brad Meriwether said if there is the one lane it should not impact them, and they could use the alley if necessary.

Mayor Buckley stated that it would be really hard for him to tell the Merchants they would be closing the streets after just now re-opening them. John Ciriello thinks the opposite. The Merchants do know there is a way around Main Street to get into their businesses, because they have been doing it, but he does understand we have to do what is best for everyone. John Ciriello stated that he believes Beech Grove is the only City Street Fair that leaves the street open.

Sandra Seward stated that she does see both sides, but thinks we need to look at the impact to the Merchants. Is there a way to close it part of the time and leave it open the rest. John Ciriello doesn't see a way to do that, but they will work with what is approved.

Sandra Seward moved to approve the request for the Fall Festival parade. Mayor Buckley seconded the Motion; which was approved by unanimous vote.

John Morgan asked who would be responsible for an accident if the street stayed open and a car sideswiped another car. Would it be the Promoters, the City or the individuals? Mayor Buckley asked how it has been handled in the past. John Ciriello believes if the lanes are of legal size then the individual persons would be responsible.

Sandra Seward stated that we need to listen to the Merchants. It is hard enough to get businesses here and she is happy that the Promoters are willing to be flexible enough to work around it. John Ciriello commented that they will see if it they can make it work. Sandra Seward stated if not they can come back to the Board and see where to go from there.

Sandra Seward moved to approve the request from the Promoters to set-up the Fall Festival, as has been done in the past, on Main Street, between 3rd to 6th Avenues, beginning Wednesday, September 11th, through Friday, September 13th and on Saturday, September 14th on Main Street between 3rd and 7th Avenues. Mayor Buckley seconded the Motion; which was approved by unanimous vote.

John Ciriello asked if anyone knows who owns the lot at Main and Emerson. They would like to contact them about parking some of Poor Jack's trucks on the lot. Mayor Buckley advised them the owner is Gene Brown.

Request for Beech Party – Chamber of Commerce

The Chamber of Commerce has submitted their vendor form and proof of Insurance. They will be holding a concert on Saturday, September 14th between 7th and 8th Streets beginning at 3:00 p.m.

Sandra Seward needed clarification of what the request is because there is nothing in the Board of Works packet on this. Mayor Buckley gave an overview of what the Beech Party is. Clerk Treasurer McMillan also wanted clarification on who would be providing the alcohol during the party and was informed it would be provided by the Eagles.

Sandra Seward moved to approve the request for the Beech Party on Saturday, September 14th. Mayor Buckley seconded the Motion; which was approved by unanimous vote.

Request for Kennel Permit – Puppy Bubbles

Clerk Treasurer McMillan stated the kennel is located on 2nd Avenue and Albany Street across from the Bowling Alley. He also stated that they have been to City Hall several times to be sure they are getting all the necessary permits. They did fill out a Master Vendor permit but it was not required. They are in the process of applying for a sign permit; which will go before the Board of Zoning. There is nothing they need to bring to the Board at this time.

Announcements – Mayor Buckley

Amtrak

Mayor Buckley read into the record a letter regarding the Hoosier State Line and the importance of the continuation of the Amtrak Facility.

There was information about the future of Amtrak in the Indianapolis Business Journal.

Mayor Buckley will be in Lafayette on Wednesday with some Amtrak representatives to discuss this issue further. Mayor Buckley stated that Governor Pence will need to make a decision on whether or not they are going to fund this line. If not we do not know what will happen to our facility.

Sign Inventory and Replacement

The Federal Government issued a directive to municipalities concerning sign inventory and replacement. In 2015 street signs will be required to have a certain amount of reflectivity installed in the sign or they will need to be replaced. The City applied for funding through the Metropolitan Planning Association under the Highway Safety Improvement Program. This is a 90% to 10% program. They have recommended the City of Beech Grove be awarded \$616,500.00 to use toward replacement of street signs. We will have to match that with the 10%. The Clerk Treasurer has funded this in the budget. \$61,000.00 will be our match toward this program. This will be a significant improvement for the City of Beech Grove and will help clean up and get rid of some signs that may not be necessary. It is not finalized yet, but Mayor Buckley would like to thank Rob Thoman and Trent Newport for working with him on getting this funding. It is not finalized yet. This has to be completed by the end of 2014.

Mayor Buckley did mention that he and Clerk Treasurer McMillan are in the final stages of putting together a plan to apply for “Safe Routes to School” grant. The application has to be submitted by September 6th, 2013 .

COMMENTS FROM THE BOARD – None

ADJOURNMENT: Sandra Seward moved to adjourn. Mayor Buckley seconded the motion. The meeting was adjourned at 6:59 p.m.

The next meeting will be Tuesday, September 3rd, 2013 immediately following the Board of Sanitation meeting; which begins at 6:00 p.m. in City Hall Council Chambers.

Mayor Buckley, Mayor

Dan McMillan, Clerk–Treasurer

Minutes prepared by: Sheri Morgan

