

**BOARD OF PUBLIC WORKS & SAFETY MEETING MINUTES  
MONDAY, DECEMBER 17<sup>TH</sup>, 2012**

**Mayor Dennis Buckley called the meeting to order at 6:10 P.M.**

**ROLL CALL:** Board of Works Members Dave Harrison, Sandra Seward and Mayor Dennis Buckley present. Also in attendance were Clerk Treasurer Dan McMillan and City Attorney Craig Wiley.

**MEETING MINUTES:**

The meeting minutes from the December 3rd, 2012 were presented to the Board. Sandra Seward moved to accept the minutes as presented. Dave Harrison seconded the Motion which was approved by unanimous voice vote.

**APPROVAL OF CLAIMS:**

Mayor Buckley gave a brief description of these claims.

- **Corporate Manual Claims** – claims that do not require Board approval prior to being paid. Manual claims in the amount \$201,893.02 were presented to the board. Mayor Buckley asked for approval. Sandra Seward moved to accept the claims as read. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.
- **Corporate Regular Claims** - claims that require Board approval prior to being paid. Regular claims in the amount of \$254,208.71 were presented to the board. Mayor Buckley asked for approval. Sandra Seward moved to accept the claims as read. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Liability Insurance**

Clerk Treasurer Dan McMillan told the board the liability insurance was put out to bid by three different companies. The current carrier was the only one to bid on the insurance. Pillar Group told the clerk that two of the brokers they put it out for bid to, would not even consider it without a 50% increase in premiums. Gallagher Benefit Group did not turn in a bid either. The current carrier said our claims for last year were 122% of where they should have been. They did a four year average and we were at 70% of where we should have been. Our Workman's Compensation was favorable for this past year. With both of these our liability only increased by \$2,500.00 for the year. We were told they wrote our policy because of us being insured with them for a long period of time. Sandra Seward moved to accept the Motion. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Handicapped Parking Application Approval:**

Applicant is Virginia Brooks 141 S. 8th Avenue. All paperwork is complete. Sandra Seward moved to accept the Motion. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Retirement Letter-Nancy Roberts:**

Nancy was hired by the city on February 20, 1990, and her last full time day will be December 21, 2012 Sandra Seward moved to accept the Motion. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Sick Day Buy Back-Nancy Roberts:**

Nancy has accumulated 1210 hours of sick time. It is the cities policy upon retirement to compensate the employee for ½ of their accumulated sick hours at their current hourly rate. Nancy's hourly rate is \$21.12. Her total compensation will be \$12,777.60 (605 hours X \$21.12). Upon approval of the board, Nancy will receive this payment after January 1, 2013.Sandra Seward moved to accept the Motion. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Transfer of Alma Risch from DPW to Community Center:**

This transfer will not take place before January 1st, 2013. Sandra Seward moved to accept the Motion. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Request to hire part time laborer - DPW**

Due to Alma Risch moving to the Community Center this opens up a part time position. Sandra Seward moved to accept the Motion. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Agreement between Franciscan Health and Beech Grove Fire Department:**

This agreement will allow the city to run a seconded ambulance between the hours of 8am.and 8pm starting sometime in February. They will man this second ambulance between these hours. Sandra Seward made a motion to accept this agreement. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Request to purchase new vehicles-DPW:**

Brad Meriwether requested to purchase two 2013 Ford F 550 dump trucks out of the proceeds from the DPW auction. He presented two bids for these trucks and he told the board these would be the best fit for DPW. These trucks could be used for many different things. Sandra Seward moved to accept the Motion. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**Request to purchase new vehicle - Parks Dept.**

Tom Hannan requested to purchase an Artic Cat HDX; which is an off road vehicle for the Parks Department, with proceeds from the auction. Dave Harrison moved to approve the request. Sandra Seward seconded the Motion; which was approved by unanimous voice vote.

**Request to hire two new firefighters- Fire Dept.**

A request was presented to the board to hire Paul Cloyd with a start date of January 2, 2013. Sandra Seward moved to approve the hiring of Paul Cloyd. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

A request was presented to the board to hire Robert Metcalfe with a start date of January 2, 2013. Sandra Seward moved to approve the hiring of Robert Metcalfe. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

**COMMENTS FROM MEMBERS: None**

**ADJOURNMENT:** Board of Works Member Dave Harrison moved to adjourn. Board of Works Member, Sandra Seward seconded the Motion. The meeting was adjourned at 6:58 p.m.

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**Dennis Buckley, Mayor**

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**Dan McMillan, Clerk Treasurer**

**Presented by Dan McMillan**