

**CITY OF BEECH GROVE
BOARD OF PUBLIC WORKS AND SAFETY MEETING MINUTES
MONDAY, AUGUST 6th, 2012**

Mayor Dennis Buckley called the meeting to order at 6: pm.

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

MEETING MINUTES: Clerk Treasurer Dan McMillan presented the July 16th, 2012, minutes to the Board of Works Members. Dave Harrison commented that there is a typo on page 4 where Sandra Seward is written as Sandra Harrison. Clerk McMillan will correct it. Sandra does not have minutes in her packet, so Mayor Buckley suggested waiting until Wednesday to approve them.

APPROVAL OF CLAIMS: Mayor Buckley gave a brief description of the claims.

Sandra Seward asked about the first claim on the page for \$1447.00 for police flier. Mayor Buckley said it was for postage. He also explained the purpose of the police flier was to distribute emergency numbers, non-emergency numbers, website addresses and the Mayor's Call Center update. It is for citizens to put on their refrigerators for easy access to important numbers.

The Mayor stated many of the claims tonight are for payroll, health insurance and utilities.

Sandra asked Clerk McMillan how we fare compared to last year with our spending. The Clerk said he is not sure. He will look into that.

Sandra also asked about the claim on Advance Printing Company. The claim is in the amount of \$1575.00. Mayor Buckley explained that this was the cost to produce the fliers.

Dave Harrison asked about the claim on United Consulting for the paving project. The Mayor stated these are fees paid to the engineers for a paving project the city is in the process of completing. This is actually the second claim. The amount of this claim is \$9933.50

Sandra asked what the claims are for Fitzgerald & Fitzgerald. Clerk McMillan explained that Mike Fitzgerald is the Building Commissioner for Beech Grove and he inspected 85 roofs. He is paid a fee for his services and those fees are included in the price of the permits. The Clerk also said that the number is high because of hail damage. Mayor Buckley pointed out that the claims for inspections continue on the next page. Clerk McMillan explained that in the past the inspections were grouped all together. On tonight's docket they are separated by types of permits.

Sandra asked about the ambulance bill to Med Bill Corporation. Mayor Buckley explained that Med Bill does the billing for our ambulance service and they receive a percentage of the amount they collect.

- Manual Claims in the amount of - \$395,309.36 were presented to the Board for approval. Board of Works Member Sandra Seward, moved to accept the claims as read. Board of Works Member Dave Harrison, seconded the Motion; which was approved by unanimous voice vote.

- Regular Claims in the amount of \$63,994.20- were presented to the Board for approval. Board of Works Member Sandra Seward moved to accept the claims as read. Board of Works Member Dave Harrison, seconded the Motion; which was approved by unanimous voice vote.

Mayor Buckley asked Police Chief Swartz to come up and give a brief overview of what happened to a police officer and vehicle on Sunday.

Police Chief Mark Swartz reported that on Sunday afternoon at approximately 2:30 pm the police were responding with lights and sirens to a theft at Wal-Mart. They were going through the Lowe's parking lot when they were hit in the side. The police officer escaped without serious injury, but they believe the police vehicle is totaled.

Chief Swartz also reported that police runs have increased on Main Street between 3rd and 7th Avenues and the numbered streets north and south. These are disturbance runs and fight runs.

UNFINISHED BUSINESS:

[Declaration of Emergency - Lick Creek Erosion](#) - *Indiana Code 5-22-10-4 provides that the city may, under "emergency conditions," forego the usual and customary bidding process and may make a "special purchase" when there exists "a threat to public health, welfare, or safety."*

Mayor Buckley explained that this was brought before the board and discussed at the last meeting; however, a vote was not taken.

Sandra Seward moved to accept the Declaration of Emergency. Dave Harrison seconded the Motion; which was approved by unanimous voice vote

NEW BUSINESS:

BMI Agreement- City Attorney Craig Wiley presented this agreement to the Board. This is an agreement that grants the City of Beech Grove the rights to play music in municipal buildings and at city events. The license is good for one year and is \$320.00.

Dave Harrison moved to accept the agreement as presented. Sandra Seward seconded the Motion; which was approved by unanimous voice vote.

Letter Requesting Permission to Close Main Street for Art Festival- Mayor Buckley read a letter from the City of Beech Grove requesting permission to close Main Street between 5th and 6th Avenues on Saturday, October 6th from 8:00am to 5:00pm and Sunday, October 7th, from 10:00am to 5:00pm for the first of its kind festival "Masterpiece for a Day". Local organizers are recruiting volunteers. Angel Calvert and Veronica Justice are two of the people involved.

Mayor Buckley announced he will abstain from this vote.

Dave Harrison moved to accept the request to close Main Street. Sandra Seward seconded the Motion. The request was approved by a 2 to 0 vote.

Letter of Request for Street Closings – the Beech Grove Promoters Club is requesting permission to close Main Street for two of their annual events, the Fall Festival and the parade. The following are the list of street closures they are requesting.

Set-up - Tuesday, September 11th, 2012 from 5:00pm until completion.

Main Street from 3rd to 6th Avenues

(Main Street will be open daily Wednesday through Friday until approximately 6:00pm)

3rd and 4th Avenues, both one block north and south of Main Street

(These streets will remain closed through the entirety of the festival days and nights)

Festival Dates -Wednesday, September 12th – Friday, September 14th, 2012

Main Street from 3rd to 6th Avenues from 6:00pm to 11:00pm.

(Main Street will be open daily Wednesday through Friday during business hours)

3rd and 4th Avenues, both one block north and south of Main Street

(These streets will remain closed days and nights)

Festival Date - Saturday, September 15th, 2012

Main Street from 3rd to 6th Avenues from 12:00pm to 11:00pm

3rd and 4th Avenues, both one block north and south of Main Street

(These streets will remain closed all day and night)

Main Street from 2nd to 3rd Avenues from 12pm to 6pm

Main Street from 7th to 8th Avenues from 6:00 to 11:00pm

Parade Date – Saturday, September 16th, 2012

Main Street from 7th to 17th Avenues at 12:00pm until the completion of the parade

Main Street from 17th to 25th Avenues beginning at 10:00am for line-up of the parade.

In addition to these requests, the Promoters are requesting an alternative route if the Main Street reconstruction has begun.

Proper certificates will be provided prior to set-up. Clerk McMillan reported that Tim Latimer has already filed a certificate of insurance with the clerk's office.

Sandra Seward asked if the city has anyone that inspects the rides. Mayor Buckley stated that we do not, because we don't have anyone qualified to do that, and the rides are already inspected and tagged with the date of inspections.

Sandra Seward moved to approve the street closures for the Beech Grove Promoters Fall Festival. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

Sandra Seward moved to approve the street closures for the Beech Grove Promoters Club Fall Festival Parade. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

Beech Grove High School Homecoming Parade- Mayor Buckley requested on behalf of Beech Grove High School to close 13th Avenue from Beech Grove Middle School to Main Street and Main Street from 13th Avenue through the Fall Festival, upon submission of proof of liability from the school. The street closing will be on Friday, September 14th, 2012 and will begin at 5:00pm until the parade is complete.

Sandra Seward moved to approve the street closures for Beech Grove High School Homecoming Parade. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

Chief Cheshire - presented a Letter of Recommendation to hire Paramedic Leah Bauer. Leah will fill the position created by Andrew Bates' resignation. This is not a newly created position, and it is funded in the budget. Leah's base salary would be \$1392.12 and is funded in the 2012 budget. This is a replacement position, not a new position.

Sandra Seward moved to accept the new hire. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

Chief Cheshire - presented a second Letter of Recommendation to hire Ryan Maddigan. Ryan will fill the position created by the retirement of Firefighter Don Oakley. Ryan completed and passed all testing. Ryan's base salary will be \$1671.12 and is funded in the 2012 budget. This is a replacement position, not a new position.

Sandra Seward moved to accept the new hire. Dave Harrison seconded the Motion; which was approved by unanimous voice vote.

COMMENTS FROM BOARD: None

MISCELLANEOUS: The next Board of Works Meeting is a Special Meeting on Wednesday, August 8th, 2012 at 7:00pm.

ADJOURNMENT: Dave Harrison moved to adjourn. Sandra Seward seconded the Motion. The meeting was adjourned at 6:31pm.

Dennis Buckley, Mayor

Dan McMillan, Clerk Treasurer

Prepared by: Clerk Treasurer, Dan McMillan, August 10th, 2012