

**BOARD OF PUBLIC WORKS AND SAFETY MEETING MINUTES  
MONDAY, JUNE 3<sup>rd</sup>, 2013**

**Mayor Dennis Buckley called the meeting to order at 6:00pm.**

**ROLL CALL:** Board of Works Members Ed Bell, 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 May 20th, 2013 were presented to the Board. Sandra stated that the question she had at the last meeting regarding grass cutting was actually from the mid-month April meeting, so she stands corrected. Ed Bell moved to accept the minutes as presented. Sandra Seward seconded the motion; which was approved by unanimous voice vote.

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

- **Corporate Claims** - claims that require Board approval before payment is made.

Claims in the amount of **\$717,729.00** were presented to the Board for approval.

Sandra presented the following questions on claims:

Sandra questioned a claim for travel expenses for police. Chief Swartz explained this was travel expenses for 4 police officers to go to Washington DC.

Sandra also questioned a claim for Deem. Tom explained it was for repairs to the cooling unit at the Community Center.

Sandra also questioned a claim for Fitzgerald & Fitzgerald

Sandra moved to accept the claims as presented. Ed seconded the motion; which was approved by unanimous voice vote.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Tom Hannon, Parks Director** – presented to the Board, a “Letter of Request to Hire” college student; Christopher Mauzy, to mow and complete other tasks in the Parks Department. If approved his pay will be \$10.00 per hour and he will work approximately 24 hours per week. It is funded in the budget

Sandra asked how many college students the Parks Department usually hires for summer help. Tom explained that he hasn’t hired any college students in recent years. He currently has one college student that has been working in the summer for several years, but he will be taking his CPA, so Tom thinks this will end soon. In the past, he also has used school teacher, Randy Males, but because of the new school schedule Randy will be less available this year. The Parks Department is also going to have someone working in the Parks, on the weekends, this summer, in an effort to deter problems from arising.

**Emporium and Beautify Beech Grove Committee-** presented a letter requesting permission to host a Farmers Market in the Emporium parking lot. Sandra asked if the market will be opened on Saturday’s or Tuesdays. Julie Lockwood, secretary for Mayor Buckley, stated that the market would be on Tuesday’s from 4:00pm to 7:00pm. Julie also stated that the committee has all the necessary documentation to proceed forward, including approval from the MCHD, and approval from the property owner. Julie further stated that this will be an actual farmer’s market. They will not try to compete with the Emporium with flea market items. Marion County Health Department has already been out to examine the restrooms and hand washing facilities at the Emporium, since the farmer’s market will be using those. The Emporium will also provide trash disposal for the event. Clerk McMillan questioned if the committee is a 501c3 Corporation. Julie said that they are. Clerk McMillan also stated the City of Beech Grove will need to be named as additional insured because of the past affiliation the committee has with the city. Julie expressed her disagreement and opposition to the ideal that the committee would need to carry insurance. The Clerk stated that because of the ties the Beautify Beech Grove Committee has had with the City in the past, he does believe the committee needs an insurance policy listing the city as additional insured. The Clerk stated that his job is to protect the city. Julie and Robin presented other scenarios to the Board in an effort to proceed forward with the farmer’s market. Julie asked City Attorney Craig Wiley for his opinion. Craig agreed with the Clerk. Discussion continued with the Board, Robin and Julie. Mayor Buckley recommended tabling this until the next meeting on June 17, 2013.

Sandra commented about the carnival that was held at the Emporium and an email that she had received from a concerned citizen. She stated that the as a Board, she and Ed approved this with the understanding that the Emporium would make sure all the paperwork and permits were in turned into the city. She also commented that the concerned citizen stated that it is the Board’s responsibility to make sure all this is turned in. Sandra stated that she, herself, is not an expert on Indian State Law; which is why they have Craig. She also questioned if the City received all the

paperwork, permits, insurance, and everything needed before the carnival opened. Clerk McMillan stated that the city did not. Sandra asked why the City allowed it to move forward. The Clerk asked who was going to shut it down. Clerk McMillan stated that he went to the carnival at 2:30pm opening day and asked the gentleman where the permits were. He explained to the gentleman that this was all approved by the Board with the understanding and agreement that all the necessary paperwork and insurance would be on file before the carnival began. The Clerk had already called the Marion County Board of Health and Homeland Security, so he did know that the gentleman had applied for them. The Clerk also spoke with Chief Swartz to find out if the background check had been completed. Chief Swartz had already been over to the carnival and spoke to the gentleman. The Chief did state that Jessop had been shut down briefly last year for lack of permits. The Clerk also spoke to the Fire Chief who was completing inspections. The Clerk stated that it is not the Fire Department's responsibility to inspect rides, but they did go over and inspect the carnival. The morning after the carnival opened the gentleman from Jessop did present to the City the necessary permits and paperwork. Sandra asked what learning opportunities the Board can take from this. Clerk McMillan, stated that going forward, all permits and necessary paperwork should be in order and on file before approving these events. Ed asked who would close these events down if need be. The Mayor stated that if it is ride related it would be Homeland Security. Mayor Buckley also commented that it is more relevant for MCHD to inspect concessions while they are operating. He stated that Homeland Security does annual ride inspections in the spring and then random inspections throughout the year. Robin apologized for the short notice on the event. Next year she will be sure to give the Board ample notice.

**COMMENTS FROM MEMBERS: None**

**ADJOURNMENT:**

Ed moved to adjourn the meeting. Sandra seconded the motion. The meeting was adjourned at 6:51pm. The next meeting will be Monday, June 17, 2013 following the 6:00pm Board of Sanitation Meeting.

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**Dennis Buckley, Mayor**

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**Dan McMillan, Clerk Treasurer**

**Prepared by: Dan McMillan**