

**CITY OF BEECH GROVE, IN  
BOARD OF PUBLIC WORKS AND SAFETY MEETING MINUTES  
MONDAY, OCTOBER 19<sup>th</sup>, 2015**

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

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

**MEETING MINUTES:** The meeting minutes from the October 5<sup>th</sup>, 2015 were presented to the Board for approval. Ed Bell moved to accept the minutes as presented. Mayor Buckley seconded the Motion; which was approved. Sandy Seward abstained.

**APPROVAL OF CLAIMS:**

**Corporate Claims** – claims in the amount of **\$859,134.19** were presented to the Board for approval.

Ed Bell asked if the Excel Lawn Care & LTD were the last invoices for the year. Clerk-Treasurer McMillan state that he is unsure.

Sandy Seward moved to accept the claims as presented. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**OLD BUSINESS:** none

**NEW BUSINESS:**

**Letter of Intent to Retire-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter of intent to retire for Craig Stevens. Chief Swartz gave a history of his employment. Captain Steven’s last day of work was September 13, 2015 with an actual retirement date of March 22, 2016.

Clerk-Treasurer McMillan passed out [Ordinance 37.05 \(D\)](#) regarding paying sick leave when an employee retires. Ordinance stipulates that sick leave cannot be used for early retirement, unless the employee is suffering from a bona fide injury or illness. Clerk-Treasurer McMillan further commented that if they use the sick time to extend their retirement date they are continuing to accumulate additional sick day benefits, additional vacation time benefits and additional holiday benefits, until the actual retirement date, even though they are not working. Clerk-Treasurer McMillan’s pointed out that ordinance requires sick time to be paid at half the time accumulated and ordinance specifically states that it cannot be used for early retirement. City Attorney, Craig Wiley, will evaluate the ordinance and the process and then advise the Clerk-Treasurer and Chief Swartz of how to proceed forward. Mayor Buckley stated that is his intent to approve the notification/announcement of retirement tonight.

Sandy Seward moved to accept the retirement notification. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**Letter of Intent to Retire-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter of intent to retire for Dave Heiniger. Chief Swartz gave a history of his employment. Captain Heiniger's last day of work will be October 30<sup>th</sup>, 2015, with an actual retirement date of February 21<sup>st</sup>, 2016. Captain Heiniger is requesting to use his sick day benefits in the same manner as has been allowed for Captain Steven's. Once again, Clerk-Treasurer McMillan reiterated his concern of this being in violation of [Ordinance 37.05 \(D\)](#)

Ed Bell moved to accept the retirement notification. Sandy Seward seconded the Motion; which was approved by unanimous voice vote.

**Request for Promotion BGPD-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter requesting permission to promote Lt. Scott Ferrer to Captain. If approved it will take affect October 24, 2015. Lt. Ferrer's position pay will increase from \$153.85 to \$230.77 bi-weekly.

Sandy Seward moved to approve the promotion. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**Request for Promotion BGPD-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter requesting permission to promote Sgt. James Baughn to Lieutenant. If approved it will take affect October 24, 2015. Lt. Baughn's position pay will increase from \$96.15 to \$153.85 bi-weekly.

Ed Bell moved to approve the promotion. Sandy Seward seconded the Motion; which was approved by unanimous voice vote.

**Request for Promotion BGPD-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter requesting permission to promote Patrolman Matthew Bragg to Sergeant. If approved it will take affect October 24, 2015. Sergeant Bragg will begin receiving position pay in the amount of \$96.15 bi-weekly.

Sandy Seward moved to approve the promotion. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**Request for Promotion BGPD-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter requesting permission to promote Patrolman Jeff Bruner to Sergeant. If approved it will take affect October 31, 2015. Sergeant Bruner will begin receiving position pay in the amount of \$96.15 bi-weekly.

Sandy Seward moved to approve the promotion. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**Request to Hire BGPD-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter requesting permission to hire Tyler Frankel as a Beech Grove Police Officer. If approved his starting pay will be \$1,995.40 bi-weekly, since he is already certified he will begin on the pay scale as a second year officer. His hire date will be October 24, 2015.

Clerk-Treasurer McMillan voiced his concern to make sure we have money for it.

Ed Bell moved to approve the new hire of a police officer. Sandy Seward seconded the Motion; which was approved by unanimous voice vote.

**Request to Hire BGPD-** *presented by Police Chief Mark Swartz*

Chief Swartz read into the record a letter requesting permission to hire Timothy White as a Beech Grove Police Officer. If approved his starting pay will be \$1,754.76 bi-weekly; which is that of a probationary officer. His hire date will be November 7, 2015.

Sandy Seward moved to approve the new hire of a police officer. Ed Bell seconded the Motion; which was approved by unanimous voice vote.

**COMMENTS BY BOARD MEMBERS:** none

**ADJOURNMENT:**

Sandy Seward moved to adjourn. Ed Bell seconded the Motion. The meeting was adjourned at 6:27pm.

The next meeting will be Monday, November 2<sup>nd</sup>, 2015 following the Board of Sanitation Meeting in City Hall Council Chambers.

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**Dennis Buckley, Mayor**

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**Dan McMillan, Clerk Treasurer**

Prepared by: Dan McMillan