

**BOARD OF PUBLIC WORKS AND SAFETY  
MEETING MINUTES  
MONDAY MARCH 21<sup>st</sup>, 2016**

**Mayor Dennis Buckley called the meeting to order at 6:08 p.m.**

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

**MEETING MINUTES:** Minutes were not approved. There was a discussion over the minutes and whether or not they should be summarized. The Board Members stated that the names were incorrect. Ed made a motion that the Clerk-Treasurer listen to the minutes and correct the names, then give a corrected copy to the Board; Sandy seconded, approved by voice vote. Dennis did not vote.

**APPROVAL OF CLAIMS:**

**Corporate Claims:** There were 26 pages of Corporate claims in the amount of **\$695,077.56** – There were no questions or comments about the claims. Ed made a motion to approve, Sandy seconded; approved by unanimous voice vote.

**OLD/UNFINISHED BUSINESS:**

- **Update on Final Payment – Stevens** –Craig – Trying to figure the hourly rate
- **Update on Retirement Process – Heiniger** – Negotiations with Heiniger & Union Rep; Attorney Craig Wiley suggested tabling.

**Dennis' questions:**

I want to clarify a couple of items prior to approving any payments for Officer Stevens and Officer Heiniger. Motion to approve will be made based on the city attorney verifying all balances and to forward balances to the clerk for payments after the respective retirement date.

Motion to approve the retirement date of Officer Stevens: 2/27/16 Ed & Dennis approved/Sandy –Nay

Officer Heiniger: 4/15/16 Ed & Dennis approved/Sandy –Nay

Motion to table any sick day payment for Officer Stevens; Balance may be 0 (after 2/27/16) Ed & Sandy; approve by voice vote. Dennis did not vote.

Officer Heiniger: Balance 60.5 (after 4/15/16) Ed & Sandy; approved by voice vote. Dennis did not vote.

Motion to pay compensatory time payment for Officer Stevens of 63 Hours (after 2/27/16) Sandy & Ed; unanimously approved

Officer Heiniger 5 Hours (after 4/15/16) Sandy & Ed; unanimously approved

Motion to pay Holiday Return Time payment to Officer Stevens .5 Hours (after 2/27/16) after audit by the City Attorney. Sandy & Ed; unanimously approved

(Hourly Rate) Officer Heiniger 2 Hours (after 4/15/16) after audit by the City Attorney. Sandy & Ed; unanimously approved

Motion to pay (2) personal days issued on 1/1/16 to Officer Stevens (after 2/27/16) after audit by the City Attorney. Ed & Sandy approved; approved by voice vote. Dennis did not vote.  
Officer Heiniger (after 4/15/16) after audit by the City Attorney. Ed & Sandy approved; approved by voice vote. Dennis did not vote.

Officer Malloy (after 1/1/15) to insure he was issued 2 personal days. Ed & Dennis approved Sandy- Nay

Motion to instruct the city attorney to audit attendance records of Officer Malloy, Officer Stevens and Officer Heiniger to ensure that consistency was present when their anniversary occurred, when vacation days were issued and why is their different amounts of vacation issued. Sandy & Ed approved; unanimously approved.

Motion to pay balance of vacation days: Officer Stevens 31 days (after 2/27/16) after audit by the City Attorney. No motion; defeated.  
Officer Heiniger 0 Days (after 4/15/16) No motion; defeated.

Motion to table any request for hiring police officers until all of this has been cleared up and the Clerk can advise when the police budget can resume with a replacement officer. Sandy & Ed approved; unanimously approved

Dan stated that SBOA advised him to pay whatever the Board approves, but to dispute all payments until he feels comfortable with them. That takes care of him as far as liability being put on him as Clerk-Treasurer, and puts the liability back on the employees and the Police Department.

Dennis stated that he doesn't think he has ever seen anything handled the way this has been handled. He has been around for 30 years as an employee of this city and he has never seen anything like this. I've had it and I'm tired of it. It is not a difficult process but every time I turn around the numbers change. I am not going to pay anyone a penny until this man to my left tells me to pay. I don't care how long they have been here, or how many years they served or when they retire. Ed said he agrees.

Dan discussed the meetings that were held and not posted. Sandy stated that they were only fact finding meetings. She stated that she was the one that called the meetings. Dan stated that the accurate documentation should be provided. Dan stated that she could have held the meeting without Dennis or Ed there. The City Attorney should have informed the Board that holding a meeting without notice is breaking the Open Door law. Craig stated that Dan never mentioned that the open door law was being broken. Dan said that he wanted to clarify that the law was violated. Craig did not agree that the Open Door law was violated. He stated that there was collective bargaining.

- **Holiday Return Pay – Malloy** – When Malloy retired, he was paid Holiday Return Time rate of \$55.00 a day, for 3 days; Per Chief Swartz, Heiniger and Stevens Holiday Return Time was figured on their hourly rate. Malloy was shorted \$632.76. Ed made motion to approve, Sandy seconded; approve by unanimous voice vote.

#### **NEW BUSINESS:**

- **New Vehicles DPW/Parks** – Brad Meriwether presented, DPW Director presented 2 quotes for 6 Ford pickup trucks and one SUV; 2 for the Parks Department and 4 for DPW. He is working with Advantage Ford in Connersville. They received the state bid. The trucks are 2016 F250 single cab, V8 with 8 foot beds, plows and strobes. The cost is \$219,274.50. That does not include the interest or the graphics. This purchase was included in the 2016 budget. Ed made a motion to approve, Sandy seconded; approved by unanimous voice vote.

- Mayor Buckley asked for a motion to allow the Clerk-Treasurer to enter into a lease agreement for purchase of these vehicles. Ed made a motion, Sandy seconded; motion approved. Approximately 3 months for delivery. Dan will try to go through the HELP program that we get the TAW through.
- **Permission to Hire Part Time P.A.O.-Police Department** - Carol Doyle to be hired as P.A.O. for front lobby; part time. Ed made a motion to approve, Sandy seconded; approved by unanimous voice vote.
- **Handicap Parking Permit Approval – Kathy Arsenault – Renewal** – Motion to approve made by Ed, seconded by Sandy; approved by unanimous voice vote.
- **Handicap Parking Permit Approval – Wilma Young – New** – Motion to approve made by Sandy, seconded by Ed; approved by unanimous voice vote.
- **Handicap Parking Permit Approval – Carolyn McKenna – New** – Motion to approve made by Ed, seconded by Sandy; approved by voice vote. Dennis did not vote

**Comments from Board Members:** None

**ADJOURNMENT:** Ed made motion to adjourn, Sandy seconded; adjourned at 6:42 pm. The next meeting will be Monday April 4 2016 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: Debbie Springer