

City of Seymour

City Hall 301-309 N. Chestnut Street Seymour, Indiana 47274
Phone: 812-522-4020

MINUTES
BOARD OF PUBLIC WORKS
March 14, 2024
George Green Council Chambers, Seymour City Hall
Virtual Option Available

A. Call to Order

B. Those Present: Mayor Nicholson, Clerk/Treasurer Boas, Brad Lucas, Dave Earley, 1st Deputy Nancy Pulsford, Building Commissioner Jeremy Gray, Parks Program Director Tracey Cole, Assistant Fire Chief Anthony Walker, Police Chief Greg O'Brien, Mayor Admin Jane Hayes, City Attorney Chris Engleking, Assistant WPC Director Doug Gregory, Media January Rutherford, Parks Director Chad Keithley, City Engineer Bernie Hauersperger, Parks Admin Emily Goens, HR Director Dawn White, Craig Luedeman, Ordinance Admin. Kelly Pifer, 2nd Deputy Melissa Herndon, WPC Director Jarin Gladstein, WPC Corey Cain, Clayton Wetzel, Bill Kleeber, Jared Reedy with the Tribune, and Josh Hercamp.

C. On a motion by Mr. Earley, seconded by Mr. Lucas, the minutes from the 2/22/24 meeting were approved.

D. Public Hearing – none to report

E. Old Business – none to report

F. New Business

i. The Mayor presented several Mobile Food truck renewals:

1. Kona Ice of Brown County Mini
2. Kona Ice of Brown County
3. Stag's Mobile Kitchen and Catering LLC
4. Taqueria Don Chuy
5. Kovener's Korner

All paperwork was in order, on a motion by the Mayor, seconded by Mr. Lucas, these renewals were approved.

6. Spud Bank

On a motion by the Mayor, seconded by Mr. Earley, the Spud Bank was approved pending receipt of their Retail Merchant Certificate.

ii. The Mayor presented the following new Mobile food License requests:

1. Kona Ice of Brown County Kiosk. All paperwork was in order, on a motion by Mr. Earley, seconded by Mr. Lucas, the license request was approved.

2. El Azteca Mobile. All paperwork was in order, on a motion by Mr. Earley, seconded by Mr. Lucas, the license was approved pending licensing fee payment.
- iii. The Mayor presented the following requests for the Farmer's Market parking lot:
 1. Leadership Jackson County, 4/20, from 10 am to 4 pm for a food truck event in support of the Pop-up Art Gallery at the public library.
On a motion by Mr. Lucas, seconded by Mr. Earley, the event was approved.
 2. Chick-fil-A Columbus – March 25 and April 1,5,8,12,15,19,22,26,29, from 11am to 2 pm.
On a motion by Mr. Lucas, seconded by Mr. Earley, the request was approved.
 3. Spudbank – April 4,11,18, 25, from 11am to 4 pm.
On a motion by Mr. Earley, seconded by Mr. Lucas, the request was approved.
- iv. The Mayor presented the Welcome Sign Maintenance Agreement for its annual renewal of \$6,000. On a motion by Mr. Lucas, seconded by Mr. Earley, the renewal was approved.
- v. The Mayor presented the City of Seymour Eclipse Celebration Nonaeronautical Event agreement. This is a requirement by the FAA for events held on Airport property for nonaeronautical events. This also allows the Airport to charge "Fair Market Value" for use of said property. Some concerns were voiced about the possibility of a charge. On a motion by Mr. Earley, seconded by Mr. Lucas, the agreement was approved along with allowing the Mayor to negotiate with the Airport for use/fee of the property.
- vi. The Mayor presented an agreement for On Call Engineering Services with HWC Engineering. This is another option for review of City Engineering when needed. On a motion by Mr. Lucas, seconded by Mr. Earley, the agreement was approved.
- vii. Parks Director Chad Keithly introduced to Board of Public Works a Resolution No. 24-1 of the Board of Public Works and Safety of the Seymour, Indiana endorsing the Ownership of the Veterans Memorial located at Gaiser Park. The Veterans group wants to turn over maintenance and brick sales to the City, along with their funds. On a motion by Mr. Earley, seconded by Mr. Lucas, the resolution was approved.
- viii. Parks Director Chad Keithly introduction to the Board of Public Works and Safety Resolution No. 24-2, a resolution of the Board of Public Works and Safety of the City of Seymour, Indiana establishing rules and regulations for the City Cemetery. This was put together by the City Attorney, after review of other municipality's cemetery guidelines. On a motion by Mr. Lucas, seconded by Mr. Earley, the resolution was approved.

- ix. Parks Program Director Tracey Cole presented a request from Outreach Ministries to set up at Shield's Park on March 23, 10 am to 5 pm. They are also requesting to set up at different City parks throughout the year. They will communicate with the Park's department of availability. The Park's Board has already approved. On a motion to Mr. Lucas, seconded by Mr. Earley, the request was approved.
- x. Tracey Cole also shared a request by Su Casa Columbus for a Cross Cultural event at Crossroad's Park on May 18th, reserving the park from 8 am to 4 pm. (Event is from 11am to 2 pm). On a motion by Mr. Earley, seconded by Mr. Lucas, the event was approved.
- xi. Tracey also shared a request for the Jackson County United Way Kick-Off for Day of Caring at Crossroad's Park. May 9th, from 7:15 am to 9:30 am. This is for breakfast for the volunteers. On a motion by Mr. Lucas, seconded by Mr. Earley, the request was approved.
- xii. City Engineer Bernie Hauersperger present the following:
 - 1. Plat plan for a new Marley Lane Subdivision. This is a 3-phase project, and a bond is in place for the first phase. On a motion by Mr. Earley, seconded by Mr. Lucas, the plat was approved.
 - 2. Conditional Notice of Award for WPC Collections for the Pebblebrook, Lake Leslie, and Synde Acres projects. This is to MAC construction, totaling \$5,129,305. On a motion by Mr. Lucas, seconded by Mr. Earley, the notice was approved.
 - 3. A contract for HWC Engineering for an inspector required for the 4th and O'Brien round-a-bout construction. They presented the lowest hourly rate, and were able to start at the required time frame. There was a maximum cost of \$108,000. On a motion by Mr. Earley, seconded by Mr. Lucas, the contract was approved.
 - 4. Updates on the Community Drive resurfacing starting March 18th, 4th and O'Brien round-a-bout creating road closures starting March 18th, and patchwork at Burkart and 4th St. starting 3/25.
- xiii. WPC Director Jarin Gladstein shared a request to enter into a Capital Improvement Plan with Wessler Engineering. Wessler did the original Stormwater plan for the City, and it is time to update. On a motion by Mr. Lucas, seconded by Mr. Earley, the request was approved. Jarin also requested to renew the 3yr agreement with Advanced Rehabilitation Technology. This is a relining epoxy repair system has proven itself over the last 3 years. Cost has increased from \$230 a linear foot to \$275 linear foot. On a motion by Mr. Earley, second by Mr. Lucas, the renewal was approved.
- xiv. Clerk Treasurer Darrin Boas presented the following Sewer adjustment requests :
 - 1. B & O Liquors 1019 -1/2 E Tipton St.
 - 2. Wade Reid 823 N. O'Brien St
 - 3. Crystal Howell 308 E 9th St
 - 4. James/Jana Plump 1115 S. Poplar St
 - 5. Central Christian Church 1458 W 2nd St.

6. GVR & Associates 1531 W. Tipton St.
7. Steffan Lewis 276 Matthew Drive
8. Old National Bank 1117 E Tipton St.
 - a. As the criteria for the requested adjustment was met, on a motion by Mr. Lucas, seconded by the Mayor, the adjustments were approved.

G. Miscellaneous Business

- i. Clayton Wetzel was present to request the removal of a Stormwater fee assessed to the old Kruwell Block location. The bill has been in place through prior ownership and is due to impacted gravel/concrete under a layer of dirt. Mr. Wetzel feels that the impact is not present. After some discussion, it was decided further research needs completed before the next Board of Works meeting. On a motion by the Mayor, seconded by Mr. Lucas, the request was tabled until the next meeting.
- ii. The Mayor presented a request from the Lutheran Community Home for a road closure on Church Rd during the Eclipse so they can bring their residents out to witness the eclipse. The Police chief and Assistant Fire Chief were ok with it. On a motion by Mr. Earley, seconded by Mr. Lucas, the request was approved.
- iii. City Attorney presented the written statement that was prepared for the Knight's Inn ownership that was required as the Board declined to hear their Administrative Review requested at the last Board of Works meeting. On a motion by Mr. Lucas, seconded by Mr. Earley, the statement was approved.

On a motion by Mr. Earley, seconded by Mr. Lucas, the meeting was properly adjourned.

Mayor Matt Nicholson

Attest: Darrin Boas