

BOARD OF WORKS  
FEBRUARY 3, 2014  
1:00 P.M.

Mayor Randy Strasser opened the meeting for business. Carolyn Pearson and Dick Traeger were present for the meeting.

Minutes from the BOW meeting held on January 20, 2013 were presented for approval. Carolyn Pearson made the motion to approve the minutes as presented. Second by Dick Traeger. Motion carried. (3-0)

Claims were presented in the amount of \$172,766.18 for approval of payment. Dick Traeger made the motion to approve the payment of claims in the amount of \$172,766.18. Second by Carolyn Pearson. Motion carried. (3-0)


**OLD BUSINESS:**

- **POLICY MANUAL:** Mayor Strasser showed the BOW members the changes for the employee policy manual. After consulting with our city attorney, the clause was added noting any changes made by the Mayor or Clerk Treasurer must be approved by the BOW and Common Council. Carolyn Pearson noted this change brought a clarification to the issue.
- **Owner Occupied Inspections:** Three different companies had submitted bids for the inspections needed for the second round of rehab of homes. KIRP is handling the bids and checking for comparative issues. These inspections are for both home and lead base paint inspections. Carolyn Pearson questioned if a selection of homes had been made. Mayor Strasser replied first the inspection bids have to be "apple to apple", then a scope for work planned and finally bidding on the projects will take place in August or September. Mayor Strasser noted a final inspection has not been done on the homes in the first stage. Two homes needed some items addressed. One home had roof issues and the second home had issues with siding on the back of the home. Mayor Strasser has driven by this home on more than one occasion and feels it is now acceptable. Leanne reported a subcontractor had contacted her office in regard to nonpayment. Leanne had referred the matter to Shawn Cain of KIRPC and informed Mayor Strasser of the issue. Leanne also noted retainage had been held out of all but one of the projects and if need be, the retainage would cover the invoices from the subcontractor.
- Mayor Strasser reported the resolution for façade planning done in December must be redone. The Comet ran one ad two times and another ad did not run. Mayor Strasser consulted Jody Woods with IACT and she recommended writing a notation on the resolution of December, 2013 and passing the replacement resolution at the February meeting of the Common Council.
- Mayor Strasser also explained Leanne had obtained a copy of an ordinance from another city for billing. We need to address several issues that have remained the same for years. One would be the amount of the required deposit; another would be making property owners responsible for rental properties. All meters need to be where the men have accessibility. Mayor Strasser and

Leanne, along with Dick VanSickle and Craig Myers will work on the ordinance and then bring back to the BOW.

- Chief Chapman is present for his last BOW meeting. His last day with the City of Delphi will be Wednesday, February 5, 2014. Mayor Strasser apologized to BOW members as his emails did not get delivered due to issues with the server. Mayor Strasser thanked John for his service and noted he will face a challenge in his new position but will be capable to handle.
- Leanne explained a claim had been submitted for Alex Parkinson, police officer, for a new pair of boots. The boots cost \$232.00 and the claim requires a reimbursement of \$130.00 to Alex. The boots can be repaired and uppers and lowers can be replaced on the boot. Leanne also noted the department heads have approved budgets established and have not abused their accounts. After discussing the issue, both Carolyn and Dick agree to keep the responsibility of clothing with the department heads and expenditures must stay within their budget. Dick Traeger explained he wants all employees treated the same. Dick Traeger made the motion to approve a reimbursement of \$130.00 to Alex Parkinson towards the cost of his boots. Second by Carolyn Pearson. Motion carried. (3-0)
- Dick Traeger questioned Aaron on the trash pickup plans. Aaron noted trash would be picked up this week as well as recyclables and there is no limit to the amount of trash bags.

Meeting adjourned at 2:05 P.M.



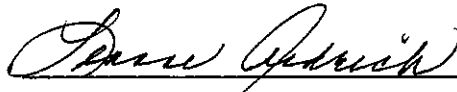
Mayor Randy Strasser



Carolyn Pearson



Dick Traeger



Leanne Aldrich, Clerk Treasurer