

BOARD OF WORKS & PUBLIC SAFETY
December 20, 2021 – 5:15 PM
Community Center, 311 N. Washington Street

Mayor Anita Werling opened the meeting at 5:15 p.m. Those present rose for the pledge of allegiance.

Dick Bradshaw and Anita Werling were present; Kamron Yates by Zoom.

Minutes of the December 6th 2021 meeting were presented. Dick Bradshaw moved to accept the minutes as presented. Second by Kamron Yates. Motion carried (3-0); Ayes: Bradshaw, Werling, Yates.

Claims totaling \$735,645.18 were presented for approval. Dick Bradshaw moved to approve the claims. Second by Kamron Yates. Dick Bradshaw asked about claims for an entrance sign. Clerk-Treasurer Aldrich explained this was an insurance reimbursement for a sign damaged in an accident. Bradshaw also asked why some firefighters were receiving two checks. Aldrich explained one was a fixed firefighter pay and the other was based on the number of runs. Kamron asked about a claim from BF&S for Paser. Mayor Werling explained this was part of the evaluation of streets and sidewalks. The claims were approved. (3-0) Ayes: Bradshaw, Werling, Yates.

New Business

Proposed 2022 meeting dates were presented for review. Kamron Yates moved to accept the dates. Second by Dick Bradshaw. Motion carried. (3-0) Ayes: Bradshaw, Werling, Yates.

Board of Works and Public Safety — 2022 Meeting Dates			
January 3	April 4	July 5*	October 3
January 18*	April 18	July 18	October 17
February 7	May 2	August 1	November 7
February 22*	May 16	August 15	November 21
March 7	June 6	September 6*	December 5
March 21	June 20	September 19	December 19

A proposal from Butler, Fairman & Seufert (BF&S) to create a development guide for the City of Delphi for an amount not to exceed \$13,700 was introduced. The Development Guide will provide guidance to contractors and developers on permitting procedures, standards, drawings, and other information for performing a project within the city limits. The intent of the Development Guide is to ease the process of performing projects, develop uniform standards, present a flow of the permitting and inspection process, and a checklist of requirements. Dave Buck from BF&S answered questions concerning the proposal and how it relates to the planning process underway by the City which may lead to municipal planning and zoning administration. Dick Bradshaw moved to accept the proposal. Second by Kamron Yates. Motion carried. (3-0) Ayes: Bradshaw, Werling, Yates.

A second proposal from BF&S was presented to evaluate the levee-protected properties and levee pump station for an amount not to exceed \$9,300. With anticipated residential and commercial development within the levee-protected area, this review is needed to determine if special stormwater development guidelines will be required for this area. The study will also look at the existing levee pump station to determine if it is sized for the anticipated growth and what modifications might be suggested.

Dick Bradshaw moved to accept the proposal to evaluate the levee-protected area and levee pump station. Second by Kamron Yates. Motion carried. (3-0) Ayes: Bradshaw, Werling, Yates.

A revised proposal from Knox Roofing was presented for affirmation by the BOW. The Mayor had signed the quote earlier in the day and received a pro forma invoice to encumber funds from the 2021 City Building Maintenance and Repair Fund to 2022 in the amount of \$17,221.00. The repairs are for a portion of the roof by the parapet where leaks have been detected through the second-floor ceiling. It is hoped that these repairs can be scheduled as soon as weather permits. Dick Bradshaw moved to affirm the proposal from Knox. Second by Kamron Yates. Motion carried. (3-0) Ayes: Bradshaw, Werling, Yates.

Clerk-Treasurer Aldrich requested permission to write off \$5,612.45 from accounts receivable for overdue accounts in Water, Waste, and Trash outstanding for more than three years. Dick Bradshaw moved to approve the write-off of \$5,612.45 from accounts receivable. Second by Kamron Yates. Motion carried. (3-0) Ayes: Bradshaw, Werling, Yates.

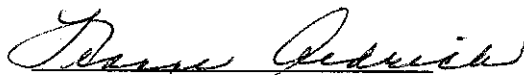
Miscellaneous Business and Board Comments

Mayor Werling thanked Dick Bradshaw for his outstanding service on the Board of Works and for all his contributions to the City of Delphi. Kamron Yates and Clerk-Treasurer Aldrich echoed that sentiment. Werling announced that Spencer Kingery had agreed to be appointed to the BOW beginning January 3, 2022.

Clerk-Treasurer Aldrich requested that the BOW hold a special meeting before the end of the year to approve final claims. Members agreed on Wednesday, December 29 at 9:00 a.m. in the City Building. Dick Bradshaw so moved. Second by Kamron Yates. Motion carried. (3-0) Ayes: Bradshaw, Werling, Yates.

There being no other comments, Dick Bradshaw moved to adjourn at 6:07 p.m. Second Kamron Yates. Motion carried. (3-0) Ayes: Bradshaw, Werling, Yates.


Mayor Anita Werling


Leanne Aldrich, Attest