

BOARD OF PUBLIC WORKS AND SAFETY
December 26, 2018

The Board of Public Works and Safety met in regular session at the Knox City Hall on Wednesday, December 26, 2018 at 9:30 A.M. CST with the following members present: Mayor Dennis Estok; Clerk-Treasurer Jeff Houston; Board Members Steve Dodge and Jim Collins; and City Attorney Leslie Baker.

RE: AMENDMENT TO THE AGENDA

Steve Dodge made a motion to add two items to the agenda, "Bid Opening for Demolition of 313 Ostrander" and "Promotion of Chris Kisela to Corporal". Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: APPROVAL OF MINUTES REGULAR MEETING 10/24/18

Minutes of the previous meeting were mailed to the Board Members prior to the meeting for their review. Steve Dodge made a motion, seconded by Jim Collins to approve the minutes as presented. Motion passed by Three (3) ayes and No (0) nays.

RE: OPENING OF DEMOLITION BIDS FOR 313 OSTRANDER

Clerk-Treasurer Jeff Houston proceeded to open the only properly received sealed bid for the demolition of the structure on 313 Ostrander. The bid from Milo Excavating, Inc. of Knox Indiana was for \$9,675.00. The bid includes evaluation for asbestos but not remediation, if required. If needed, that would come as a change order.

Steve Dodge made a motion, seconded by Jim Collins to accept the bid pending review by the City Attorney. Motion passed with Three (3) ayes and No (0) nays.

RE: PROMOTION OF CHRIS KISELA TO CORPORAL

Police Chief, Harold Smith came before the board to request the promotion of patrolman Chris Kisela to a Corporal's position. He noted that Officer Kisela has worked for the department since June 5, 2007 and has been very dedicated to officer Jim Collins made a motion, seconded by Steve Dodge to promote Patrolman Kisela to Corporal. Motion passed with Three (3) ayes and No (0) nays.

RE: CONDITIONAL EMPLOYMENT – SCHOOL RESOURCE OFFICER

Police Chief Harold Smith told the Board he would like to hire Travis Schieber as the new School Resource Officer on a conditional basis. He would be an officer with the Knox City Police Department and work as the School Resource Officer with terms yet to be determined.

The School would pay most of his salary and benefits for the position. Smith said Schieber had eight (8) years of law enforcement experience and is also active in the Army Reserves. A background check was conducted and Schieber has passed all other requirements to be hired on the police force. He still must be approved by PERF.

A memorandum of understanding is still being finalized before the position can be active with both the City and School agreeing to terms. Jim Collins made a motion to accept Travis Schieber as the School Resource Officer. Steve Dodge seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: 2019 BOARD OF WORKS MEETING SCHEDULE

Included in the members packet was a schedule of 2019 Board of Works meetings. They are generally the forth Wednesday of the month at 9:30 AM at City Hall.

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2019 BOARD OF WORKS MEETINGS
PLACE: KNOX CITY HALL
TIME: 9:30 AM

****Regular meetings held: 4th Wednesday of each month****

January 23, February 27, March 27, April 24, May 22, June 26, July 24, August 28,
September 25, October 23, November 27, December 26.

Board of Works Approved: December 26, 2018

Jim Collins made a motion, seconded by Steve Dodge to approve the schedule as presented.
Motion passed with Three (3) ayes and No (0) nays.

RE: 207 – 209 ROOSEVELT ROAD UPDATE

Building Commissioner, Kenny Pfof said the structure is a duplex in the Parkview area. He issued an “Order to Repair” to the owner. She is trying to sell the house, so he sent the prospective new owner the order also December 21st was the deadline to hear from either of them. No one has contacted his office. The structure was sold at tax sale.

Steve Dodge made a motion to schedule a public hearing in January to issue a demolition order under the unsafe building procedures. Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: 8 S MAIN UPDATE

Building Commissioner, Kenny Pfof reported that on November 30, 2018 he issued an order to take action in which the owners of the building at 8 S Main in downtown Knoxville to repair or rehabilitate the structure and hire a structural engineer to evaluate the structure to determine if the building can be repaired or rehabilitated or will need to be demolished. No action has been taken by the owner. They have indicated to Commissioner Pfof that they cannot afford to hire a structural engineer. City Attorney Baker suggested that the City could hire an attorney and assess the cost of hiring an engineer and administrative costs as part of the fine. Then a public hearing would be set for fines and costs. Dennis Estok made a motion, seconded by Jim Collins to hire a structural engineer to determine a finding of facts fees and schedule of public hearing on the results. Motion passed with Three (3) ayes and No (0) nays.

RE: 1 – 3 N MAIN UPDATE

Building Commissioner Kenny Pfof reported that the owner of 1 – 3 N Main told him he was waiting for a window company to replace missing façade on the building. No progress seemed apparent. The City Attorney noted that small claims action is still pending. Jim Collins made a motion to re-activate the small claims action and schedule a hearing for it in January. Steve Dodge seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

Jim Collins asked Commissioner Pfof to request that the owner attend the next board of Works meeting.

RE: 6 N PEARL UPDATE

Lucy Valadares, owner of 6 N Pearl reported on the progress of her building rehabilitation of 6 N Pearl. Her permit has been reviewed for another month. She is waiting of further work until the insurance inspector can see the problems with the work. She said she is committed to completing the project. No official action was taken.

RE: SUPERINTENDENTS REPORTS

Acting Water Superintendent, Tim Vogelzang reported that a coupler broke on the South end of Bower Street that they are currently repairing.

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A new house is being built on South Roosevelt Road that will need a water tap and a line run.

In the absence of Wastewater Superintendent Kelly Clemons, employee Jason Clemons gave a report for the department. He said they are waiting for the blower to be returned after the completion of repairs. Right now, the lone blower is running 24 hours a day. The department is also waiting for J.D. Excavating to supply a special fitting for the lift station of Pacific Avenue for the bypass.

MVH Superintendent, Jeff Borg said that due to the mild weather they have been picking up leaves all month.

They have mixed 66 tons of salt and sand for stock in the salt shed. They also have 25 tons of salt covered in the parking lot. Right now, they are trucking sand for the salt mixture and stone for the alleys. The department has been sweeping streets and all the equipment is ready to go when needed for plowing snow.

Police Chief, Harold Smith said he had to repair the 2009 Charger at a cost of \$538.00.

Patrolman Chuck Leonhardt will start at the North West Indiana Police Academy on January 14th to August 26th. P.J. McKee will go in August.

He noted that Chad Dulin still has 7 days of vacation left. Dennis Estok made a motion seconded by Jim Collins to let Officer Dulin either take the 7 days next year or take a check for the 7 days' vacation. Motion passed with Three (3) ayes and No (0) nays.

Building Commissioner Kenny Pfost handed out an activity report. He noted that last year 6 million dollars of construction has occurred in the City including the two-mile jurisdiction.

There being no further business to come before the Board at this time the meeting upon motion was duly adjourned.

Dennis Estok, Mayor

Attest: _____
Jeffery J. Houston, Clerk-Treasurer