

BOARD OF PUBLIC WORKS AND SAFETY  
APRIL 24, 2019

The Board of Public Works and Safety met in regular session at the Knox City Hall on Wednesday, April 24, 2019 at 9:30 A.M. CST with the following members present: Mayor, Dennis Estok; Clerk-Treasurer, Jeff Houston; Boardmembers, Jim Collins, Steve Dodge, and City Attorney, Autumn Ferch.

RE: AMENDMENTS TO THE AGENDA

Steve Dodge made a motion to add “Bid Opening for Sludge Removal from Reed Beds”, “Update on 253 W Locust” and “Update on 801 S Portland” to the agenda. Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: APPROVAL OF MINUTES

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

RE: PAM MITCHELL – 502 E LAKE STREET – REQUEST FOR UTILITY BILL ADJUSTMENT

Local resident, Pam Mitchell came before the board to request an adjustment on her utility bill after a winter freeze up.

It was noted that she was charged a minimum bill for that month. Steve Dodge made a motion, seconded by Jim Collins to make no further adjustment to her bill. Motion passed with Three (3) ayes and No (0) nays.

RE: BID OPENING FOR SLUDGE REMOVAL FROM REED BEDS

Clerk-Treasurer, Jeff Houston proceeded to open two properly received bids for a Waste Water Treatment Plant Project to remove sludge from reed beds at the plant.

J & K Excavating	\$10,800.00
Mark Milo Enterprises	\$29,960.00

Steve Dodge made a motion to accept the lowest bid of J & K Excavating pending the signing of a contract guaranteeing the price at the cost bid. Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: 1 & 3 N MAIN STREET – UPDATE

Building and Code Compliance Director, Kenny Pfof said new windows were installed on the building at 1 N Main. The window at 3 N Main hasn't been replaced. The furniture that was laying on the property has been removed. The leaks in the roof have been repaired and the sign removed. The building is set for a hearing on May 15<sup>th</sup> in small claims court. Steve Dodge asked City Attorney Autumn Ferch to file another small claim. He also asked her if any personal assets could be seized.

Mayor Estok said that fines could be placed on the property and a special assessment would be added to the taxes. Steve Dodge noted that the judgement could be transferred to the special assessment.

RE: 253 W LOCUST – UPDATE

Director Pfof said corrective actions were to be completed by owner Jack Givens by April 24<sup>th</sup>. Very little has been done except moving trailers to hide them. Pictures of the condition of the property were distributed.

Steve Dodge made a motion to lift the stay of the fine against the property owner, thus imposing the fine and to begin police enforcement of the number and placement of trailers and vehicles. Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

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RE: 801 S PORTLAND – UPDATE

Director Pfof said a lot of progress has been made to the property. Mayor Estok said he told the property owner to set tires and propane tanks out and the City would pick them up.

Steve Dodge made a motion to waive the fine for the property. Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: SUPERINTENDENTS REPORT

MVH Superintendent, Jeff Borg reported that the first week of April was the spring leaf pick up. Ninety yards of leaves were picked up. The next collection will be Monday April 29<sup>th</sup> through May 3<sup>rd</sup>.

The department has been performing pavement maintenance and doing crack sealing. Street sweeping has been done during rainy periods. There will be minimal pothole patching this season.

The Community Crossings Grant paperwork has been approved.

Acting Water Superintendent, Tim Vogelzang reported that eight new pits are being installed in the City for new homes. The department is presently flushing water lines.

Police Chief, Harold Smith reported that Seth Johnson's one-year probation is up. Chuck Leonhardt graduates from the academy on April 26<sup>th</sup> and will go back on the regular schedule on the following Monday.

Golf Cart licenses will be issued on 10:00 am to 1:00 pm on May 4<sup>th</sup>.

Building and Code Compliance Director, Kenny Pfof reported he has had no personal contact with Lucy Valadares who owns property at 6 N Pearl and 204 W Bender. He has communicated with her through email. There has been no activity on the Pearl Street property. He sent an order to demolish the garage at 204 Bender on April 18<sup>th</sup>.

Kenny Pfof reported that he issued an order to repair the building at 13 N Main (Republican Headquarters).

RE: 8 S MAIN - UPDATE

The property owner of record for 8 S Main has been sent the invoice for the cost of the structural engineer that evaluated the distressed building. They have 15 days from receipt of the bill to pay it.

Steve Dodge made a motion, seconded by Jim Collins to file a small claim against the owner of 8 S Main (Lovejoy) if the invoice is not paid by May 15<sup>th</sup>. Motion passed with Three (3) ayes and No (0) nays.

Upon properly made motion, meeting was adjourned.

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

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Dennis Estok, Mayor

Attest: \_\_\_\_\_  
Jeffery J. Houston, Clerk-Treasurer