

BOARD OF PUBLIC WORKS AND SAFETY
REGULAR MEETING
APRIL 24, 2020

The Board of Public Works and Safety met in regular session at the Knox Community Center on Friday, April 24, 2020 at 9:30 A.M. with the following members present: Mayor, Dennis Estok; Clerk-Treasurer, Cyndi Kidder; Board Members Steve Dodge and Jim Collins. City Attorney Autumn Ferch was absent. There were no amendments to the agenda.

RE: APPROVAL OF MINUTES, REGULAR MEETING 3/25/2020

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 with Three (3) ayes and no (0) nays.

RE: APPROVAL OF PAY APPLICATION #2 - THE THIENEMAN CONSTRUCTION - WWTP IMPROVEMENT PROJECT \$96,194.90

Steve Dodge made a motion to approve Pay Application #2 to Thieneman Construction for the WWTP Improvement Project \$90,194.90. Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: DISPOSAL OF SURPLUS EQUIPMENT

Steve Dodge made a motion to dispose/sell the surplus 1998 Ford Pickup Truck. Jim Collins seconded the motion. Motion passed with Three (3) yeas and No (0) nays.

RE: 6 N PEARL STREET - UPDATE

The civil penalty notice was sent to property owner and advertised in the paper. Owner has until May 18, 2020 to pay the penalty. Non-payment could result in penalty on owner's property taxes.

RE: 1 & 3 N MAIN STREET - UPDATE

The owner's hearing date was cancelled due to COVID19. Steve Dodge made a motion to extend the completion date for the work to be completed by the owner to May 27, 2020. Jim Collins seconded the motion. Motion passed with Three (3) ayes and No (0) nays.

RE: ELECTION DAY HOLIDAY - REQUEST TO MOVE FROM MAY 5TH TO JUNE 2ND

Mayor Dennis Estok requested to move the paid holiday for Election from May 5, 2020 to June 2, 2020. Steve Dodge made a motion to move the date but to also follow the State regulations for the primary election date. Motion was seconded by Jim Collins. Motion passed with Three (3) ayes and No (0) nays.

RE: REVIEW OF COMP TIME AND FLEX TIME POLICY

A long discussion was held about how compensatory time and flex time in the City Employee Handbook works. The discussion was to adjust the wording in the handbook. Steve Dodge made a motion that on page 56 of the handbook (V. Emergency Call Out) for the wording to be changed to Two (2) hours at their overtime rate.

Steve Dodge made a motion that on page 42 (XIV. Water and Wastewater Weekend Work) to add wording to the explanation to read - will receive Two (2) hours Saturday and Two (2) hours Sunday, must utilize flex time as to NOT work over Forty (40) hours in that week.

The Mayor informed the Board about us receiving the State Community Development Block Grant COVID19 Response Program. The City of Knox will hold a Public Hearing on Monday May 4, 2020 at 5:00 PM via conference call. The call-in number is 515-604-9094 with an access code of 125829.

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

Dennis Estok, Mayor

Attest: _____
Cyndi Kidder, Clerk-Treasurer