

BOARD OF PUBLIC WORKS AND SAFETY  
REGULAR MEETING  
SEPTEMBER 22, 2021

The Board of Public Works and Safety met in regular session at the Knox City Hall on Wednesday, September 22, 2021, at 9:30 AM CST, with the following members present: Mayor Dennis Estok, Clerk-Treasurer Cyndi Kidder; Board Member Steve Dodge and City Attorney Autumn Ferch. Jim Collins was absent.

RE: AMENDMENT TO THE AGENDA

Steve Dodge made a motion to the add two amendments to the agenda 1) Standard Operating Guideline for Knox Police Department addition of Policy #SOP-024 Naloxone Administration Policy. 2) Bid Opening for Sewer line Lining. Dennis Estok seconded the amendment. Motion passed by a vote of Two (2) ayes and No (0) nays.

RE: APPROVAL OF MINUTES FOR 8/25/2021

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 Dennis Estok to approve the minutes as presented. Motion passed with Two (2) ayes and No (0) nays.

RE: KPD - #SOP-024 – NALOXONE ADMINISTRATION POLICY

Chief of Police Harold Smith presented to the Board the new policy.

Knox Police Department

Standard Operating Guidelines

Naloxone Administration Policy - Policy # SOP-024

Approved: September 22, 2021

Effective: October 1, 2021

THIS GENERAL ORDER SHALL SUPERSEDE ANY OTHER GENERAL ORDER

Purpose: The purpose of this policy is to guide Knox City Police officers in the administration of Naloxone, which is a medication used to counter the effects of opiate and opioid overdoses.

Policy: The department will regularly train its members in the proper administration of Naloxone.

I. Members shall be trained in cardiopulmonary resuscitation (CPR) and the administration of Naloxone to a person suspected of experiencing an opioid overdose In accordance with Knox City Police Department policy,

II. Members shall preserve evidence for any resulting criminal or non-criminal investigation.

ADMINISTRATORS: Naloxone may be administered in the field by Knox Police Department (KPD) personnel who have received the appropriate in-house training.

I. Indications for Naloxone Administration

- a. The patient is unconscious and not responding to any verbal stimuli.
- b. The patient has no detectable breathing OR has poor respiratory effort such as: agonal breaths, loud snoring respirations, occasional gasping breaths, or cyanosis.
- c. There is evidence that the patient is suffering from an opiate overdose including, but not limited to:
  - i. Bystanders have given information that the patient has taken or may have taken an opiate of some kind.
  - ii. There is physical evidence of opiate use, such as drug paraphernalia or prescription bottles.
  - iii. The patient has a known history of opiate abuse.
  - iv. The patient has pinpoint pupils along with the respiratory depression or arrest.
  - v. The totality of the circumstances leads the officer to believe the patient's condition is more likely caused by an opiate overdose than not.

II. Contraindications for Naloxone Administration

- a. Patients who are conscious or semi-conscious and responding to verbal stimuli.

- b. Patients who are breathing normally and adequately.
- c. Known allergy to naloxone. {Check for medical alert bracelet).

Steve Dodge made a motion approving #SOP-024, seconded by Dennis Estok. Motion passed with two (2) ayes and No (0) nays.

RE: BID OPENING – SEWER LINING

One bid was received for the proposed sewer lining project. It was from Institutorm Technologies USA, LLC for \$13,825.00. Steve Dodge made a motion accepting the bid subject to Jason Clemons, Sewer Superintendent's review. The motion was seconded by Dennis Estok and passed by a vote of Two (2) ayes and No (0) nays.

RE: WATER OPERATING - APPROVAL FOR FILTER MEDIA CHANGE

Oly one bid was solicited for this project. The Board requested that Water Superintendent Tim Lindewald solicit more bids. The Board tabled the request for Filter Media Change. No action was taken.

RE: SUPERINTENDENTS REPORTS

Water Superintendent Tim Lindewald informed the Board his crew has changed one fire hydrant, fixed 2 other hydrants, and repaired a water main line on Main Street. They also have completed work orders and locates.

Street Superintendent Jeff Borg informed the Board his crew has been prepping for fall, leaf vac maintenance and trimming trees. Our new employee for the Street Department is Mike Hoekman. We had three trees taken down and five stumps ground out.

Sewer Superintendent Jason Clemons informed the board that his crew has been out with the vac truck cleaning, root cutting and videoing sewer lines. They have also put in new sewer taps, cleaning lift stations, marking locates and work orders. We had Pete Kuchel Concrete remove and replace steps and install a ramp. We also cleaned aeration effluent tank; it will be used to irrigate the new reed beds.

Chief of Police Harold Smith informed the Board we are doing our normal duties and patrolling the streets.

Building and Code Compliance Director Ken Pfof informed the Board that at 1 N Main Street the glass door is fixed. Melvin Zieters has until September 24 to complete the clean up on the Lewis Drive property. The Property at 401 W Bender, the Cunningham's are continuing to work on it. A Special Assessment was assessed for the 204 W Bender properties as of September 9, 2021. The Zink property on Lake Street, Ken is still periodically checking for obstructions on sidewalk.

The Fire Department has been working with the Water Department flow testing the hydrants on Highway 35. The plan is to have them all painted before winter.

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: \_\_\_\_\_  
Cyndi Kidder, Clerk-Treasurer