

**BOARD OF PUBLIC WORKS AND SAFETY
OF THE CIVIL CITY OF UNION CITY, INDIANA
DECEMBER 19, 2011**

The meeting was called to order at 8:00 a.m. in the Union City Council Chambers conference room with Mayor Bryan Conklin presiding.

ROLL CALL

Present at the meeting were: Mayor Bryan Conklin, Board members Susan Pyle and Bob Gentry, City Manager Monte Poling, Clerk-Treasurer Anita Amspaugh, Fire & EMS Chief Tim Crawford, SPC Superintendent Rick Reichard, Water Superintendent Brad Mink,.

Also in attendance: Amanda McFerrin of The News-Gazette and Linda Wilcox.

MINUTES

Susan Pyle moved to accept the minutes from the previous meeting and Bob Gentry seconded. All ayes were received (3-0), motion carried.

VISITORS WISHING TO ADDRESS THE BOARD

None.

PRESENTERS ON AGENDA

None.

DEPARTMENT REPORTS

Water Department – Superintendent Brad Mink reported that the water tower has not yet been filled because the electrical work has not been finished.

Street, Park & Cemetery Department – Superintendent Rick Reichard reported that the equipment is ready for snow removal except for one truck that needs some further repairs. He added that a shelf has been built inside the Street Department barn to store the salt tanks and that he will be purchasing beet juice (“beet heat”) from City of Portland after the first of the year to be used on the streets. Discussion.

Reichard reported that he will pick up the salt spreader that has been purchased from City of Winchester tomorrow.

Fire/EMS Department – Chief Tim Crawford reported an issue with the VIN number on Medic 93 which caused a problem with the warranty. He added that

Clerk-Treasurer Anita Amspaugh reported her holiday office hours.

OLD BUSINESS

Mowing Bids –After a short discussion during which Mayor Conklin stated that the only company that bid on the job could not mow later in the week as stated in the job specs, no

decision was made on accepting the bid. Mayor Conklin added that there is time to bid out the mowing again.

Open/Close of Graves – After a lengthy discussion, Bob Gentry moved to raise the open/close costs to \$550 on weekdays and \$650 on Saturdays and holidays. The motion died for lack of a second. Bob Gentry then amended his motion to raise the open/close costs to \$600 on weekdays and \$700 on Saturdays and holidays. Susan Pyle seconded. All ayes were received (3-0), motion carried. Clerk-Treasurer Anita Amspaugh stated that the ordinance will need to be amended before this increase can go into effect.

Job Descriptions – During a short discussion, supervisors were advised to review the job descriptions for their department and contact Monte Poling with any changes that need to be made before finalizing the job descriptions.

NEW BUSINESS

BOARD MEMBER QUESTIONS/COMMENTS

Mayor Conklin reported that the vacant position in the Street, Park & Cemetery Departments will be posted after the first of the year. He added that this will be comparable to the present position of Utilities Mechanic.

Mayor Conklin reported that discussion is still being held on the IT services for the City for 2012, however, no decisions have been made.

Mayor Conklin announced that this will be Bob Gentry's last meeting as a Board of Works member and that Philip Brewer will take his place beginning in January 2012. He thanked Bob for his work with the Board of Works to which Bob responded that he will still be working on park matters in the future.

NEXT MEETING

The next regular Board of Public Works and Safety meeting will be on Monday, January 9, 2012, at 8:00 a.m.

ADJOURNMENT

Being no further business to come before the Board of Works, Bob Gentry moved to adjourn the meeting and Susan Pyle seconded. Meeting was adjourned at 8:40 a.m.