

**Board of Public Works and Safety
May 1, 2025
4:00 P.M.**

Mayor, Jeff Westlake called the Board of Public Works and Safety meeting to order at 4:00 PM Thursday, May 1, 2025. Present were board members Jerry Leonhard and Steve McIntosh. Also, present were Attorney Wes Schemenaur, Clerk Treasurer, Lori Phillips, Brad Dues, and Ray Cooney (CR).

Approval of revised agenda

Motion by Leonhard, seconded by McIntosh to approve the revised agenda for today's meeting.

Minutes of Board of Public Works and Safety Meeting of April 1st, 3rd, and 25th, 2025

Motion by Leonhard, seconded by McIntosh to approve the minutes of the April 3rd, 2025 Board of Public Works and Safety meeting and the Executive minutes from the April 1st and April 25th meetings as presented. Chair voted aye.

Cliff Moser, 145 North Charles Street – Request from reimbursement (plumbing invoice)

Motion Leonhard, seconded by McIntosh to approve the reimbursement of \$335. Chair voted aye.

Cliff hired a plumber to address a sewage issue. The issue was due to an alarm malfunctioning at the Gerber lift station. The alarm didn't go off over the weekend and the sewage department didn't know there was an issue until Monday morning. At that point the sewage department corrected the problem. Cliff would not have had to call a plumber if the alarm was functioning correctly. Brad Dues, Waste water Superintendent, was present to verify the issue.

Kyle Love, 2041 W SR 67 – Request for an extension on his sewage waiver

Motion by Leonhard, seconded by McIntosh to approve a 6-month extension of his sewer waiver. Chair voted aye. The extension will cover the BILLING months of June thru November 2025. Kyle updated the board on the progress of rebuilding his house (that was destroyed during the September 2024 tornado). He hopes to not need the full 6-month extension. He will keep the board updated on the progress.

Jeff Hersha, Jones & Henry Engineering – Update on wet weather pump station and EQ basin projects

Jeff gave a progress report on both projects. He also let the board know that the 20 year Long term control plan is set to expire in 2028. All of the projects listed on the long-term control plan have not been completed and a revised long term control plan will need to be drafted and submitted to IDEM. Jeff has started a draft letter, but requested a working session with the board to go over the document. A meeting date has been set for May 14th.

Pay Request #10; James S. Jackson, WWPS, Contract 4A

Motion by Leonhard, seconded by McIntosh to approve Pay Ap #10. Chair voted aye.

Pay Ap #10 - \$651,465; 10% Retainage = \$65,146.50; Payment at this time = \$586,318.50.

This pay request is for the period of March 1 through March 31, 2025.

Quotes to prep and seed the lot beside the Greazy Pickle

Mayor Westlake presented quotes to prep and seed the lot. The quote from Cook's Nursery suggested removing the curbing at the south end corner of the property. Neither quote provided an estimate for the removal. Motion by Leonhard, seconded by McIntosh to table the quotes and look into removing the curbing. Chair voted aye.

Miles Trucking & excavating \$3,000

Cook's Nursery \$3,150

Purchase Agreement – 208/210 North Meridian Street

Motion by Leonhard, seconded by McIntosh to approve the purchase agreement between the City of Portland and LeAnn Miller. The agreement is for a total amount of \$11,000. Chair voted aye.

Pam Zielinski, 1913 South Nan-Del Lane – Request to waive late fees

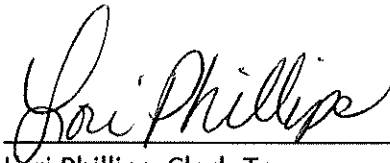
A request to waive a late fee of \$9.64 (for bill April 10th) was heard. Motion by McIntosh, seconded by Leonhard to deny the request.

The bill was received late and the appropriate penalty was applied. The ordinance was followed.

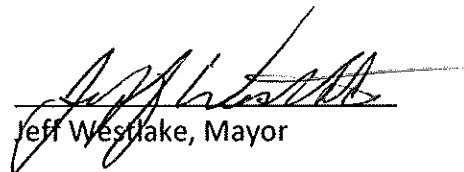
Note the water/ sewage bill states the following: Your account is not considered paid in full until payment is received in the office. We are not responsible for the U.S. Mail. Failure to receive your bill does not relieve consumer of penalty.

Adjourn Motion to adjourn at 4:30 by Leonhard, seconded by McIntosh.

ATTEST:



Lori Phillips, Clerk-Treasurer



Jeff Westlake, Mayor