

**Board of Public Works and Safety  
November 6, 2025  
4:30 P.M.**

Mayor, Jeff Westlake called the Board of Public Works and Safety meeting to order at 5:15 PM Thursday, November 6, 2025. Present were board members Jerry Leonhard and Steve McIntosh. Also, present were Lori Phillips, Mike Weitzel, Matt Shauver, Brandon Swoveland, Luke Darby and Ray Cooney (CR).

**Call to Order – All present**

**Approve Revised Agenda**

Motion by Leonhard, seconded by McIntosh to approve the revised agenda. Chair voted aye.

**Minutes of Board of Public Works and Safety Meeting of October 2, 2025**

Motion by Leonhard, seconded by McIntosh to approve the minutes of the October 2, 2025 Board of Public Works and Safety Meeting as presented. Chair voted aye.

**Sewer Tap Application – 212 West Votaw Street**

Motion by McIntosh, seconded by Leonhard to approve the sewer tap application for 212 West Votaw Street. Chair voted aye.

**Leak adjustment – 234 East Walnut Street**

Motion by Leonhard, seconded by McIntosh to approve the leak adjustment. Chair voted aye.  
The adjustment of \$32.64 was for the September billing. The leak has been fixed and verified that it qualifies for an adjustment.

**Quote for Street Sweeper**

Motion by Leonhard, seconded by McIntosh to approve the lowest quote from Hoosier Equipment in the amount of \$212,191.33. Chair voted aye.

\$212,191.88 – Hoosier Equipment; 2 weeks lead time for delivery

\$221,126 – Best Equipment; 45-90 days lead time for delivery

**Resolution 2025-14 – Street Department and Wastewater Department payment agreement for the street sweeper**

Motion by McIntosh, seconded by Leonhard to approve Resolution 2025-14. Chair voted aye.

The agreement states that the street sweeper will be funded by the Wastewater Department. The Street Department (through MVH funds) will reimburse the Wastewater Department 50% of the purchase cost over a period of four (4) years for a total reimbursement of \$106,095.68; \$26,523.92 annually. The Street Department will operate the sweeper, maintain the sweeper and all cost associated to the maintenance.

**IWM Consulting Group – Agreement for a Phase 1 Environmental Site Assessment for 311 North Meridian Street (TJ's Bicycle Shop)**

Motion by Leonhard, seconded by McIntosh to approve the agreement in the amount of \$2,200 plus costs associated with title searches. Chair voted aye.

**IMW Consulting Group – Proposal for Soil Gas and Asbestos Assessment for 311 North Meridian Street**

Motion by Leonhard, seconded by McIntosh to approve the agreement is the amount of \$6,853. Chair voted aye.

**Jutte Excavating – Change order #2**

Motion by Leonhard, seconded by McIntosh to approve change order #2 in the amount of \$106,950. Chair voted aye.

The aggregate in the trenches on the EQ Basin was changed to concrete. This was an increase of \$100,000. Also, twenty-one (21) aerator rods were added due to moving the pad deeper in the basin.

**Jutte Excavating – Pay #2**

Motion by Leonhard, seconded by McIntosh to approve pay application #2. Chair voted aye.

Total work completed this period is \$1,288,350

Contractor pay: \$1,159,515

Retainage held: \$128,835

**James Jackson Company – Pay request #16 – Wet Weather Pump Station – Contract 4A** Motion by McIntosh,

seconded by Leonhard to approve pay request #16. Chair voted aye.

Total work completed for this pay period: \$974,913

Contractor pay: \$877,421.70

Retainage held: \$97,491.30

**Settlement Agreement – Ralph and Nancy St. Myers**

Motion by McIntosh, seconded by Leonhard to approve the settlement agreement. Chair voted aye. After the wastewater projects are complete (EQ Basin and Wet Weather Pump Station), the city will hire a contractor to install asphalt on part of the driveway located north of the easement. This is to be completed no later than 60 days after the wastewater projects have been completed. Wes Schemenaur suggested that Ralph St. Myers agree to a permanent injunction.

**Mike Weitzel – New Hire recommendation for full-time Fire fighter**

Motion by Leonhard, seconded by McIntosh to approve hiring Luke Darby as the new full-time fire fighter. Chair voted aye.

Mike noted that Luke Darby is the recommended new hire and that Zach Timmerman is the alternate. Mike noted that outside agencies assisted with the interview process. He noted that he has participated in this process with other fire departments. Mayor Westlake questioned how many officers the police department would be down when Luke moves to the fire department. McIntosh and Westlake expressed their concerns with not being more involved with the hiring process. It was suggested that a policy be put in place to avoid further concerns.

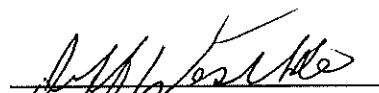
**Leak Adjustment – 326 East 7<sup>th</sup> Street**

Motion by Leonhard, seconded by McIntosh to approve the leak adjustment. Chair voted aye. The leak has been fixed and verified that it qualifies for an adjustment. The \$172.38 adjustment is for the October billing.

**Adjourn** Motion to adjourn at 5:37 by McIntosh, seconded by Leonhard.

ATTEST:

  
Lori Phillips, Clerk-Treasurer

  
Jeff Westlake, Mayor