

**Board of Public Works and Safety
May 7, 2026
5:15 P.M.**

Mayor, Jeff Westlake called the Board of Public Works and Safety meeting to order at 5:15 PM Thursday, May 7, 2026. Present were board members Jerry Leonhard and Steve McIntosh. Also, present was Clerk Treasurer, Lori Phillips.

Call to Order – All present

Minutes of Board of Public Works and Safety Meeting of April 2, 2026

Motion by Leonhard, seconded by McIntosh to approve the minutes of the April 2, 2026 Board of Public Works and Safety Meeting as presented. Chair voted aye.

Dion Winn – Utility Dispute

Mr. Winn has requested a leak adjustment to his wastewater bill and also a waiver of penalty charges. The leak was under the property (in the crawl space). City ordinance does not allow for an adjustment for leaks under the structure. Motion by Leonhard, seconded by McIntosh to table the request and consult with City Attorney, Wes Schemenaur. Chair voted aye.

Chris Brooks, Equitable Advisors, LLC – Employee 457 Plan

This company is located in Indianapolis. They would like to implement a 457 Retirement plan for all city employees.

~Experience with PERF

~\$0 start-up cost

~Plan documents are free

~Mobil app is available

~The 457 plan is a payroll deduction

No action was taken. All information was taken under advisement.

Scott and Abby Benter, Edwards Jones – Employee 457 Plan

~Local

~Monthly fees go to the employee

~One time start-up fees paid by the city

~457 plan can be accessed before the age of 59 ½

~Employees can pick the funds they want to invest in

No action was taken. All information was taken under advisement.

James S. Jackson Co, LLC – Pay Request #22 – WWPS

Pay request for work completed in March

Total work completed at this time: \$207,500

Retainage held: \$0

Payment at this time: \$207,500

Motion by McIntosh, seconded by Leonhard to approve pay request #22. Chair voted aye.

Right-of-Way Permit Application - Comcast

Motion by Leonhard, seconded by McIntosh to approve the Right-of-Way request. Chair voted aye.

Comcast – 990 West Votaw. This project is underground directional road bore crossing to install 2" duct and coaxial cable.

PSquare 1147 N US 27 – Leak Adjustment

Motion by McIntosh, seconded by Leonhard to approve the leak adjustment in the amount of \$1,925.29. Chair voted aye.

The leak was in the main line between the meter and the foundation. It has been repaired and verified that it qualifies for an adjustment. This is for February and March consumption.

USI Consulting – Agreement for CCMG services

Motion by Leonhard, seconded by McIntosh to approve the agreement in the amount of \$23,000. Chair voted aye.

USI Consulting will provide FY 2027 CCMG project development and assistance. Their services include: Mapping, prepare preliminary construction cost estimated, prepare bid documents, construction administration, construction observation and will assist with project closeout.

Quote for Construction / Permit Drawings for a new Salt Barn – Street / Water Department

Motion by Leonhard, seconded by McIntosh to approve the quote in the amount of \$15,000. Chair voted aye. The quote from Bruns Construction, LLC – Fort Recovery, OH is to provide construction/permit drawings for a proposed 85' x 96' x 16' eave height salt barn. John Hemmelgarn, Jay County Building and Planning Director have offered to be the Project Manager for the salt barn project.

Quotes to Demolish 311 North Meridian Street (former TJ's Bike Shop)

Mayor Westlake presented 2 quotes to demolish the building at 311 North Meridian Street. Motion by Leonhard, seconded by McIntosh to accept the low bid from Taylor Construction & Excavating. Lori questioned Mayor Westlake how much of the building was quoted to be demolished. He responded that only the front section would be demolished. The second half, a block structure, he intends to keep. The Police Department wants to keep it for storage or a K-9 training facility. Board members were not aware that the entire site was not quoted to be demolished. Leonhard withdrew his motion to approve the lowest quote. Motion by Leonhard, seconded by McIntosh to table the quotes. Chair voted aye.

*BOW members want to look at the building and determine the feasibility of keeping the building. Mayor Westlake noted mold in the building and repairs would need to be made.

Brad Dues, Wastewater Superintendent – Quotes for a 60' x 60' building

Motion by Leonhard, seconded by McIntosh to approve the low bids for the project. The lowest combined bids are \$120,168.86. Chair voted aye.

The wastewater employees will install the lights and electrical outlets.

Fort Recovery Lumber = \$64,793.86

Midwest Dock & Door = \$14,390

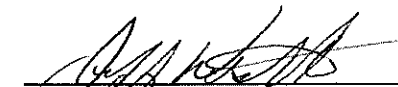
Top Shelp Concrete = \$40,985

Jay County High School Government students were introduced

Adjourn Motion by Leonhard, seconded by McIntosh to adjourn at 6:05.

ATTEST:


Lori Phillips, Clerk-Treasurer


Jeff Westlake, Mayor