

AGENDA

CHARLESTOWN BOARD OF PUBLIC WORKS MEETING

AT
CITY HALL
304 MAIN CROSS STREET
CHARLESTOWN, IN 47111

01/17/2012

9:00 A. M.

- I. **Call to Order / Pledge of Allegiance:**
- II. **Determination of a Quorum and Roll Call:**
- III. **Approval of Minutes of Previous Meeting:**
01/02/2012
- IV. **Claims:**
- V. **Payroll Allowance Docket:**
01/01/2012 to 01/14/2012
- VI. **Public Comment:**
- VII. **Ordinances and Resolutions:**
- VIII. **Approval of Contracts:**
- IX. **Building Commissioner Report: (Tony Jackson)**
- X. **Old Business:**
A. DOC Contract (Tabled)
- XI. **New Business:**
A. Contract for legal services (Gillenwater)
- XII. **Adjournment:**

(The above Agenda items may not be all inclusive of items to be discussed at the Board of Works Meeting.)

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

January 17, 2012

THE REGULAR MEETING OF THE CHARLESTOWN BOARD OF PUBLIC WORKS AND SAFETY FOR THE CITY OF CHARLESTOWN WAS HELD ON MONDAY, JANUARY 17, 2012 AT 9:00 A.M. AT CITY HALL WITH MAYOR BOB HALL PRESIDING.

Board members present were Mayor Bob Hall, Mr. David Flowe and Mr. George Roberts. Also present was Clerk Treasurer Donna Coomer. Absent was City Attorney Mike Gillenwater.

Minutes

Mr. David Flowe made a motion to approve the minutes from January 02, 2012, seconded by Mr. George Roberts Approved 3-0.

Claims

Mr. George Roberts made a motion to approve the claims, seconded by Mr. David Flowe. Approved 3-0.

Payroll Allowance Docket

Mr. David Flowe made a motion to approve the Payroll Allowance Dockets from January 01, 2012 through January 14, 2012, seconded by Mr. George Roberts. Approved 3-0.

Retirement of Chief Steven Dean

Mayor Bob Hall announced the retirement of Chief Steven Dean and recognized the excellent job he has done over his four (4) years of service. He instilled integrity, communication and trust, along with many other qualities between the Police Department, City Officials, City Employees and the Citizens of Charlestown.

Promotion of Keith McDonald to Police Chief

Mayor Bob Hall announced the promotion of Keith McDonald to Police Chief and Jason Broady to the rank of Major and Assistant Chief of Police. Mayor Hall said Keith and Jason will have the opportunity to continue all the accomplishments made by Chief Dean between all the departments and create more. Mayor Hall stated that this is the "Third Generation" for Keith as his Grandfather (Vernon) and Father (Kenneth) both served as Charlestown's Chief of Police. Mayor Bob Hall said the formal swearing in will be at 6:00 p.m. today in the City Hall Council Room.

Building Commissioner Report

1101 Market Street (Charlestown Plaza)

Director of Planning & Zoning Mr. Tony Jackson reported on property located in Charlestown Plaza at 1101 Market Street. Mr. Jackson said the Board asked him to do an inspection; he has completed the exterior and will do the interior inspection today.

310 Marshall

Mr. Jackson has said he met with City Attorney Mike Gillenwater. He has all the paperwork to move forward to obtain a judgment.

127/129 Crestview

Mr. Jackson said owner, Mr. Wilder, is waiting on equipment to take it down and should be done by the end of the month but no later than the first of March.

343/345 Highland

Mr. Jackson stated we are just waiting to start demolition. The gentleman that purchased the Couch property is asking the Board to consider selling him the property at 343/345 Highland so he can have access to his property. Mr. Jackson said we could keep an easement for ourselves and put a condition that it cannot be used for any other development. Mayor Hall asked if the property was in the city limits and Tony said he thought it was. Mayor Hall said he wants to know for sure. Mr. Jackson said he will check into it. Mr. Flowe asked what the savings would be to the City if we did not do the demolition. Mr. Jackson said the savings would be the cost of the demolition as the gentleman that wants this property would do the demolition and take down the tree. Mr. Jackson said Mr. Gillenwater said there has to be some type of trade. Mayor Hall said we will discuss it when City Attorney Gillenwater is here at the next Board meeting on Monday, February 06, 2012.

Public Comment – None

DOC Contract:

Mr. David Flowe said we have a situation according to Deputy Clerk Nancy Rogers that we can't pay without a contract and we are currently behind two (2) quarter payments. The contract we will receive from DOC is an annual contract and covers 2011. Once we receive this contract then we will be under the same urgency to get a 2012 contract.

New Business

Legal Services Contract (Mike Gillenwater)

Mayor Bob Hall presented and is asking for the approval on the Contract for City Attorney Mike Gillenwater.

Mr. David Flowe made a motion to approve the legal Contract for City Attorney Mike Gillenwater, seconded by Mr. George Robert. Approved 3-0.

First Street and 403 Projects

Utility Director Mike Perry said we are waiting on the First Street elevation papers from Justin Harris of Saegesser Engineering, then we can get the manholes ordered. On Highway 403 we are waiting on the road bore. Once we get the bore done then we can lay the pipes.

Jennings Terrace

Mr. David Flowe asked if we have given Clark Nickles the Notice to Proceed. City Attorney Mike Gillenwater said we approved the Contract and we can give someone permission to approve the Notice to Proceed once the abatements are completed. Mayor Hall said we can give Planning & Zoning Director Mr. Tony Jackson the authority to issue the Notice to Proceed on the demolition of the properties.

Mr. David Flowe made a motion for Mr. Jackson to approve and issue the Notice to Proceed once the abatements are completed, seconded by Mr. George Roberts. Approved 3-0.

Next Meeting:

The next scheduled Board of Public Works meeting will be on February 06, 2012, at 9:00 A.M.

Adjournment

Mr. David Flowe made a motion to adjourn, seconded by Mr. George Roberts. Approved 3-0.



Mayor, G. Robert Hall

2-6-12
Date

Attest:



Clerk Treasurer, Donna Coomer

2-6-12
Date