

AGENDA

CHARLESTOWN BOARD OF PUBLIC WORKS MEETING

AT
CITY HALL
304 MAIN CROSS STREET
CHARLESTOWN, IN 47111

01/02/2012

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:**
12/19/2011
- IV. **Claims:**
- V. **Payroll Allowance Docket:**
12/18/2011 to 12/31/2011
- 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. Keystone Software Contract (Ms. Donna Coomer)
B. Charge Offs
C. Reading of Abatement Quotes for Jennings Terrace
- 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 02, 2012

THE REGULAR MEETING OF THE CHARLESTOWN BOARD OF PUBLIC WORKS AND SAFETY FOR THE CITY OF CHARLESTOWN WAS HELD ON MONDAY, JANUARY 02, 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 were Clerk Treasurer Donna Coomer and City Attorney Mike Gillenwater.

Appointments

Mayor Bob Hall re-appointed Mr. George Roberts and Mr. David Flowe to serve on the Board of Public Works and Safety for the next four years.

Minutes

Mr. David Flowe made a motion to approve the minutes from December 19, 2011, seconded Mr. George Roberts Approved 3-0.

Claims

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

Payroll Allowance Docket

Mr. David Flowe made a motion to approve the Payroll Allowance Dockets from December 18, 2011 to December 31, 2011, seconded Mr. George Roberts. Approved 3-0.

Building Commissioner Report

1101 Market Street (Charlestown Plaza)

Director of Planning & Zoning Mr. Tony Jackson reported on property located at Charlestown Plaza at 1101 Market Street. Mayor Bob Hall intervened and stated he has no desire to spend the next four years on this property. He moves to let Mr. Gillenwater proceed in placing a judgment and lien against the property. Mr. George Roberts asked if Mr. Jackson could inspect it just to update everything. Mr. David Flowe suggested that after the inspection we continue the fines which are at \$660,000.00 then have City Attorney Mike Gillenwater to start a judgment on this property. Mr. Gillenwater said there is a statute that authorizes us to reduce the fines to a judgment, if it remains unpaid, add it to the tax bill, then it can be put up for tax sale.

Mr. Gillenwater said it takes a while before the property will go on a tax sale and getting a judgment is the first step in the process. Mr. Gillenwater stated the fines are recorded at the Recorders office should they try to sell the property.

Mr. David Flowe made a motion that after Mr. Jackson's inspection, we continue the fines and follow legal procedures. Mr. Gillenwater can begin the judgment and closure on this existing property, seconded Mr. George Roberts. Approved 3-0.

Mayor Hall said we have a first by Mr. Flowe and a second by Mr. Roberts that we precede forward on a judgment and liens in anticipation of a tax sale against the property.

343/345 Highland

Mr. Jackson said we have possession of the property and are just waiting to find the funds to start demolition.

127/129 Crestview

Mr. Jackson said owner, Mr. Wilder, has started demolition and should have been done by end of December or first two weeks of January.

310 Marshall

Mr. Jackson has been unable to contact anyone on this property, the owners are in California. He thinks it is because of the holidays. He will continue to try to contact them.

Jennings Terrace Properties (Dodge, Hester and Barringer)

Mr. Jackson presented three quotes for the removal of asbestos on three properties which are Lots #5, #6, and #7 at Jennings Terrace.

The quotes are as follows:

D.H.A., Inc. Asbestos Removal	\$6,912.00
Star Environmental, Inc.	\$10,300.00
Abatement Solutions Tech.	\$11,400.00

Mr. David Flowe made a motion to approve the lowest bid from D.H.A. in the amount of \$6,912.00 and for Mr. Jackson to proceed as soon as possible to have the asbestos removed, seconded Mr. George Roberts. Approved 3-0.

Public Comment – None

Old Business

Saegesser Invoices- P& E Plant (Eighth Street Sewer Project)

Mayor Bob Hall presented an invoice from Saegesser Engineering for the Eighth Street Sewer Project in the amount of \$8,187.50.

Mr. David Flowe made a motion to approve invoice in the amount of \$8,187.50, seconded Mr. George Roberts. Approved 3-0

Mayor Bob Hall presented an invoice from Saegesser Engineering for the Street Department in the amount of \$85.00, Sewer Department in the amount of \$957.50, SRF Water Project \$4,232.50, Jennings Terrace Project \$85.00, Miscellaneous Drainage Review \$212.50 for a total invoice of \$5,572.50.

Mr. George Roberts made a motion to approve invoice in the amount of \$5,572.50, seconded Mr. David Flowe. Approved 3-0.

Mayor Hall presented an invoice from Dan Cristiani Excavating Co. for Payment #2 on the River Ridge P&E Eighth Street Sewer Project in the amount of \$212,173.76.

Mr. George Roberts made a motion to approve the Cristiani invoice in the amount of \$212,173.76, seconded Mr. David Flowe. Approved 3-0.

Clerk Treasurer Ms. Donna Coomer asked if we pay the P&E Plant invoices and Mayor Bob Hall said we approve the invoices through this Board and send them to River Ridge Authority for payment.

New Business

Keystone Software Contract

Clerk Treasurer Ms. Donna Coomer presented the Keystone Annual Maintenance Software Contract of \$12,055.00 which covers all accounting software programs.

Mr. George Roberts made a motion to approve the Keystone Contract in the amount of \$12,055.00, seconded Mr. David Flowe. Approved 3-0.

Charge-Off's for Water, Sanitation & Wastewater

Clerk Treasurer Ms. Donna Coomer is asking for approval on Charge-Off's for Water, Sanitation and Wastewater in the amount of \$691.94.

Mr. David Flowe made a motion to approve the Charge-Off's in the amount of \$691.94, seconded Mr. George Roberts. Approved 3-0

Westmoreland Lawsuit on Utility Charges

City Attorney Mike Gillenwater said just for informational purposes, Kenneth Westmoreland has filed a suit against Clerk Treasurer Ms. Donna Coomer stating the way the utility bills are handled is "unconstitutional". The suit has been turned over to One Beacon our insurance company, and their attorney will be taking the suit out of State court to Federal court. Mr. Gillenwater said it will take months before anything is decided but he does not foresee any problems. It is up to a judge, but if there are problems, then we will adjust how we do things.

Dye Test Charge (Ordinance 2004-OR-24)

Utility Director Mike Perry, is asking City Attorney Mike Gillenwater to amend and remove the \$250.00 dye test charge from Ordinance 2004-OR-24. Mr. Perry said these are usually rental property and a lot of times they activate the water so they can work on the house and the plumbing is not set-up to do a dye test. The next thing we know they have a renter move in and by the time we are called to do the dye test there is no reason to do one since it has been in service for a few weeks. Mayor Hall said we may want to do a case-by-case and waive the fee when necessary. City Attorney Mike Gillenwater said the Board can determine if necessary. Mayor Bob Hall said we could revise Ordinance 2004-OR-24. Tony Jackson will take a look at that ordinance.

First Street and 403 Projects

Mayor Hall is asking the Board's approval to move forward on two projects. The "First Street Project" which will connect four (4) homes to the sewer system. This is standard maintenance and does not require Board approval. On the "403 Project" we will boar under Highway 403 and install a sewer line to connect three (3) homes to the Lakeview/Highview sewer system.

Mr. David Flowe made a motion to boar under Highway 403 and add three (3) homes to the Lakeview/Highview sewer system, seconded Mr. George Roberts. Approved 3-0.

Water Line at River Ridge Property Line

Utility Director Mike Perry said Dan Cristiani Excavating hit a six inch line that runs from the well field to the city and is believed to have caused dirty water problems. Mr. Perry said he wants to cut the line at Charlestown Landing Road and put a valve on it. Mayor Hall told him to cut and valve the line.

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 Mr. George Roberts. Approved 3-0.

DOC Contract:

Tabled until the February 06, 2012, Board of Public Works meeting at 9.00 A.M.

Next Meeting:

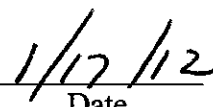
The next scheduled Board of Public Works meeting will be on January 17, 2012, at 9:00 A.M.

Adjournment

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



Mayor, G. Robert Hall



Date

Attest:



Clerk Treasurer, Donna Coomer



Date