**MINUTES OF THE REGULAR MEETING OF THE**

**BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER**

**December 10, 2024**

 The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, December 10, in the Council Chambers of City Hall located at 610 Main Street and via Zoom Video Conferencing.

**CALL TO ORDER**

 Board Member Nancy Eckerle called the meeting to order at 8:00 a.m.

**ROLL CALL**

 Clerk-Treasurer Kiersten Knies then called the roll:

 Mayor Dean Vonderheide Present Via Zoom

 Board member Timothy Bell Present

 Board member Nancy Eckerle Present

 Also, present were Assistant Police Chief Aaron Persohn, Street Commissioner Jeff Thiesing, Fire Chief/Code Enforcement Officer Kenny Hochgesang, Personnel/Safety/Loss Control Director Cale Knies, City Engineer Chad Hurm, Director of Community Development and Planning Josh Gunselman, City Attorney Renee Kabrick, Park and Recreation Director Tom Moorman, and Clerk Treasurer Kiersten Knies.

Kiersten Knies announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present, which is a majority; therefore, there was a quorum for the meeting.

**PLEDGE OF ALLEGIANCE**. Mayor Dean Vonderheide invited all those present to join in reciting the Pledge of Allegiance.

**APPROVAL OF THE MINUTES.** The board members examined the minutes from the regular meeting held November 26, 2024, and the Special Annual Supply Bid Meeting Held November 26, 2024. Thereafter, a motion was made by Tim Bell and seconded by Nancy Eckerle to approve both minutes from November 26, 2024, without correction. Motion carried 3-0.

**CLAIMS.** Claims were distributed for the period November 15, 2024, through December 10, 2024, for a total of $3,185,298.38. Claims to note were approximately $284,000.00 was paid for work done on the Downtown Phase II project and approximately $118,000.00 was paid for the Multiuse Trail Project work. Additionally, the city made a semiannual payment on the Cultural Center Bond in the sum of $356,500.00 and a semiannual payment on the General Obligation Bond in the sum of $372,696.25. A motion was made by Tim Bell and seconded by Nancy Eckerle to approve the claims as submitted. Motion carried 3-0.

**MONTHLY REPORT**

 Assistant Police Chief Aaron Persohn presented the previously distributed monthly report from the Jasper Police Department. He noted that there were thirty-four arrests for the month and forty-four criminal charges were filed as a result. The board acknowledged receipt of the report.

 Director of Community Development and Planning Josh Gunselman presented the previously distributed November permitting report. Permits have slowed down at the end of the year. There were six building permits for the month of November, all of which were accessory structures for a total of approximately $294,000.00. The board acknowledged receipt of the report.

**FIREARM RETIREMENT**

Assistant Police Chief Aaron Persohn requested permission to retire Police Chief Nathan Schmitt’s Glock Model 45, Serial Number CAPF682 due to his retirement.

 A motion was made by Nancy Eckerle and seconded by Tim Bell to retire Police Chief Nathan Schmitt’s handgun, Glock Model 45, CAPF682. Motion carried 3-0.

**CONDITIONAL OFFERS OF EMPLOYMENT**

 Assistant Police Chief Aaron Persohn asked the Board for a recommendation regarding the recently conducted Police Officer Position interviews.

A motion was made by Nancy Eckerle and seconded by Tim Bell to offer a conditional offer of employment to Joshua R. Priddy, Wyatt J. Street, and Alec N. Wallace for the position of Jasper Police Department Probationary Police Officer. This position will become effective after all conditions of the conditional offer of employment have been met. The effective date of each officer’s employment will be determined by the Board at a later date. Motion carried 3-0.

Assistant Police Chief Aaron Persohn requested the Board’s approval to keep the remaining candidates on the hiring list for a period of two years.

A motion was made by Tim Bell and seconded by Nancy Eckerle to keep the remaining Police Officer candidates for a period of two years. Motion carried 3-0.

**PROJECT UPDATE**

 City Engineer Chad Hurm gave an update on the Downtown Phase II Project. He advised that base asphalt should be paved today and possibly intermediate asphalt. On 3rd and 4th Streets they are continuing with storm sewer work and did pour some concrete sidewalk. They are getting close to finishing the concrete work.

**ANNUAL SUPPLY BID AWARD**

 Street Commissioner Jeff Theising recommended awarding the Annual Bid Supply as follows:

 Item #1A – Cave Quarries, Inc.

 Item #1B – Cave Quarries, Inc. Mulzer’s Crushed Stone

 Item #2 – Calcar Paving, Inc.

 Item #3 – Calcar Paving, Inc, JH Rudolph and Flynn Brothers (cold mix)

 Item #4 – Concrete Supply Company and IMI Southwest

 Item #5 – SynEnergy Partners LLC

 Item #6 – SynEnergy Partners LLC

 Item # 7 – Ackerman Oil Company

 Item #8 – Ralph Schroering Constructions

 Theising noted on the bids where more than one bidder was accepted, the intent would be to purchase from the low bidder unless there was an emergency situation where the low bidder could not provide the product in a timely manner.

 A motion was made by Tim Bell and seconded by Nancy Eckerle to award the 2025 Annual Supply Bids as presented. Motion carried 3-0.

**HEART OF JASPER CONTRACT**

City Attorney Renee Kabrick requested approval of the 2025 Heart of Jasper Contract. Board member Nancy Eckerle questioned the payment terms and if applicants for the Façade Grant had to present to the board. The Façade Grant money is paid out to the Heart of Jasper in one lump sum and applicants do not have to come before the Board for final approval.

 A motion was made by Tim Bell and seconded by Mayor Vonderheide to approve the 2025 contract between the Heart of Jasper and the City of Jasper in the amount of $60,000.00. Motion carried 3-0.

**TRECS**

Clerk Treasurer Kiersten Knies requested approval to enter into a letter of agreement between the City of Jasper and the TRECS Clearinghouse program. This program allows the city to collect delinquent utilities fees and parking tickets through income tax refunds from December 1, 2024, through October 1, 2025. The cost is $3.00 per letter, and it is the same cost as last year.

A motion was made by Mayor Vonderheide and seconded by Nancy Eckerle to allow the City of Jasper to enter into a letter of agreement with TRECS Clearinghouse program for the year 2025. Motion carried 3-0.

**MEETING DATE CHANGE REMINDER**

 Clerk Treasurer Kiersten Knies reminded the Board and the public that the next Board of Public Works meeting is Friday, December 20, 2024, at 8:00 am due to the Christmas Holiday.

**ADJOURNMENT.** A motion was made by Tim Bell and seconded by Nancy Eckerle to adjourn the meeting. The motion carried 3-0 and the meeting adjourned
at 8:33 a.m.

The minutes were hereby approved \_\_\_with \_\_\_\_ without corrections or clarification this \_\_\_ day of \_\_\_\_\_\_\_\_\_\_, 2024.

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 **Mayor Dean Vonderheide, Presiding Officer**

**Attest:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Kiersten Knies, Clerk-Treasurer**