

**MINUTES OF SPECIAL JOINT MEETING  
BOARD OF PUBLIC WORKS AND SAFETY  
AND CITY COUNCIL  
CITY OF MONTICELLO  
MONDAY April 20, 2020**

A special joint meeting of the Board of Public Works and Safety and City Council, of the City of Monticello, Indiana, was held via video conference on Monday April 20, 2020 at 5:30 p.m. The meeting was called to order by Mayor Cathy Gross and opened with the Pledge of Allegiance.

Roll call, by Clerk Treasurer Jim Mann, was answered by Board of Works Members Mayor Cathy Gross, Andy Harmon, and Maury Waymouth as well as City Council Members Bill Cheever, Ralph Widmer, Ken Houston and Doug Pepple. City Attorney George Loy was also present.

**Approval of Minutes-**Maury Waymouth made a motion to approve the Joint Meeting minutes of March 25 2020 and regular meeting of March 16 2020 as presented. Andy Harmon seconded. All ayes, motion carried. Ken Houston made a motion to approve the Joint Meeting minutes of March 25 2020 and regular meeting of March 16 2020 as presented. Bill Cheever seconded. All ayes, motion carried.

**Additions and Deletions to the Agenda:** Mayor Cathy Gross indicated there will be several additions to the agenda. Item 7 will be deleted. Item 8 Pay.Gov will become # 7, # 9 Executive Order will become #8, Randal Miller South Main Agreement will be # 9, Randal Miller-Luse Road will become # 10, and Utility Adjustments will be #11. There were no changes to the City Council agenda.

**New Business-Board of Works**

- 1. Wastewater-PER Application-SRF-**Andy Harmon made a motion to approve moving forward with the PER and Loan Application (SRF). Maury Waymouth seconded the motion. All ayes, motion carried.
- 2. Water-Task Order 2020-05 PER Amending Task Order 2020-04-Water**  
Superintendent Rod Pool reported this will enable the City to prepare a PER and be ready to apply for funding through outside sources. Andrew Robarge of Commonwealth outlined the various water projects being planned. Andy Harmon made a motion to approve the 2020-05 task order. Maury Waymouth seconded. All ayes, motion carried.
- 3. Consideration of Extending the Stay at Home Policy-Covid-19 Note: This is also Council agenda item 2.** Board of Works member Andy Harmon made a motion to extend the stay at home policy through May 1, 2020. Maury Waymouth seconded the motion. All ayes, motion carried. Council President Doug Pepple made the same motion for the Council. Bill Cheever seconded the motion. All ayes, motion carried.

- 4. Fire Department-Conditional Offer of Employment-Ryan Hahn**-Chief Logan reported the next person on the Fire Department “list” for full time hire is Ryan Hahn. Andy Harmon made a motion to make a conditional offer of employment to Ryan Hahn pending the passage of his pension physical. Maury Waymouth seconded. All ayes, motion carried.
- 5. Fire Department-Generator and Roof Quotes**-Mayor Cathy Gross outlined the maintenance agreement details for a generator at the old fire station and indicated three quotes have been received on the roof at the old station. Andy Harmon asked about the possibility of consolidating all maintenance agreements on the generators owned by the City. This will be discussed at the next Department Heads meeting. Andy Harmon made a motion to approve the generator maintenance agreement per D & S Taylor in the amount of \$400.00. Maury Waymouth seconded. All ayes, motion carried.
- 6. Street Department-Architectural Contract for Building Addition**-Street Commissioner Frank Arthur indicated that GEA Architects was recommended by Randall Miller & Associates. Frank Arthur indicated the addition would be for the South end of the existing building. Ralph Widmer asked if any other architects were considered. Other architects such as KJG and Axis were mentioned. Andy Harmon made a motion to table the matter. Maury Waymouth seconded. All ayes, motion carried.
- 7. Pay.Gov Agreement**-Maury Waymouth made a motion to approve the agreement as presented. Andy Harmon seconded. All ayes, motion carried. Note: The credit card fees are passed on to the customer with Pay.Gov. There was discussion regarding the fees through the utility office which are absorbed by the water utility.
- 8. Executive Order-Line of Succession**-Mayor Cathy Gross outlined the order 20-02 which defines a line of succession under IC 36-3-3-3 (a). The Mayor wished to be transparent with the document. No vote was necessary.
- 9. Randall Miller & Associates-South Main Street Water Project**-Jason Miller outlined the reason for the project timing which will be to complete the water main replacement in advance of the INDOT roundabout project scheduled for 2021. Andy Harmon made a motion to approve the agreement in the amount of \$33,500.00. Maury Waymouth seconded the motion. All ayes, motion carried.
- 10. Randall Miller & Associates-Luse Road Water Project**-Jason Miller outlined this project will involve design work only because the other expenses will be picked up through the FAA, the County and the Airport Board. The project is as a result of the runway expansion at the White County Airport. The new water main will be on the North side of the new roadway. Maury Waymouth made a motion to approve the agreement with Miller & Associates in the amount of \$24,225.00. Andy Harmon seconded. All ayes, motion carried.
- 11. Utility Adjustments**-Andy Harmon made a motion to approve the utility adjustments as presented. Maury Waymouth seconded the motion. All ayes, motion carried.

**Miscellaneous and All Other Matters**-Street Commissioner Frank Arthur reported the railroad tracks on Illinois and Foster are being repaired.

**Proclamation-Light Monticello Blue**-Mayor Cathy Gross read a proclamation honoring our local public safety employees. The time frame involved is from April 20 through April 30, 2020.

**City Council Action:**

- 1. COVID-19 Testing for First Responders**-Mayor Gross outlined the new written procedures for all city employees to keep their temperatures and log them.
- 2. Consideration of Extending Stay at Home Policy**-This was acted on previously in the joint meeting during the time the Board of Works took action. Note: Number 3 on the agenda. As a result of the next scheduled Council meeting being planned for May 4, 2020 Council member Ken Houston made a motion to extend the stay at home order through May 4, 2020. This will provide the Council with an opportunity to make decisions on festivals, the stay at home order, and other matters. Ralph Widmer seconded. All ayes, motion carried.
- 3. City Hall Painting**-Council member Ken Houston made a motion to approve the contracts with TL Painting (\$8,200.00) and LeBeau (\$3,900.00). Doug Pepple seconded the motion. All ayes, motion carried.
- 4. Festival Cancellations**-Mayor Gross outlined the current status of the various festivals and activities in Monticello. It was decided to consider the festival requests as long as there is sufficient information from the Governor's office and locally with which decisions can be made.
- 5. Discussions of Loans to Local Businesses**-Council member Ralph Widmer voiced his concerns about the City providing grants as per a bank. Council member Bill Cheever commented that we have an event that is unprecedented (government shutdown) and we should consider it. Ken Houston indicated he believes it worthy of consideration. A committee of Ralph Widmer, Bill Cheever, Andy Harmon, and Mayor Gross will meet via zoom.
- 6. Executive Order-Line of Succession**-this was acted upon during the Board of Works action.
- 7. Accounts Payable Vouchers**-Bill Cheever made a motion to approve the vouchers as presented. Ralph Widmer seconded. All ayes, motion carried.

There being no further business before the Joint Meeting, the meeting adjourned at 7:07 p.m.

James D Mann, Clerk Treasurer, City of Monticello