

**MINUTES OF SPECIAL JOINT MEETING  
BOARD OF PUBLIC WORKS AND SAFETY  
AND CITY COUNCIL  
CITY OF MONTICELLO  
MONDAY May 4, 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 May 4, 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, Kim Kramer, 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 April 20, 2020 and Special Board of Works meeting of April 28, 2020 as presented. Andy Harmon seconded. All ayes, motion carried. Doug Pepple made a motion to approve the Joint Meeting minutes of April 20, 2020 as presented. Ralph Widmer seconded. All ayes, motion carried.

**Additions and Deletions to the Agenda:** City Attorney George Loy suggested the agenda item dealing with the executive order (stay at home) be heard first to accommodate White County Commissioner Dave Diener. This would be discussed prior to department head reports. Mayor Cathy Gross outlined Executive Order 20-04. George Loy also indicated there is a desire for the City and County to have executive orders which have the same verbiage. Commissioner Dave Diener commented the extension for seven days makes sense and it also is best that the City and County have a unified approach to the coronavirus matter. Council member Ken Houston suggested the statistics point to an increase in the cases of COVID-19 in our area. George Loy indicated the new executive order will extend from 12:01 a.m. Wednesday May 6, 2020 to 12:01 a.m. on Wednesday, May 13, 2020. Board of Works member Andy Harmon made a motion to approve the Executive Order 20-04 as presented and discussed. Maury Waymouth seconded. All ayes, motion carried. Council President Doug Pepple made a motion to approve Executive Order 20-04. Ralph Widmer seconded the motion. All ayes, motion carried.

**Old Business-Board of Works-**

1. INDOT Agreement/Invoice-Railroad/Harrison Street Project-City Engineer Jason Miller outlined the details of the water line improvement project and indicated the pricing came in at \$233,538.02. The engineering estimate was \$262,480.00. Andy Harmon made a motion to approve payment of INDOT's invoice in the amount of \$233,538.02. Maury Waymouth seconded the motion. All ayes, motion carried.

## **New Business-Board of Works-**

1. **Water-Key Billing Software Enhancements**-Clerk Treasurer Jim Mann reported on the \$900.00 agreement to install a software upgrade to the Key Billing program which would allow the staff to create payment arrangements with water customers. Maury Waymouth made a motion to approve the agreement. Andy Harmon seconded the motion. All ayes, motion carried.

**City Council-Department Head Reports**-ADA Coordinator Kathryn Tardiff reported she has been working from home and participating in many webinars to further her education. Fire Chief Galen Logan reported the Fire and Police Departments coordinated efforts to have mini-parades through neighborhoods of the City. It brought people out of their homes and lifted their spirits. Park Superintendent Mitch Billue indicated all the drywall has been hung and “mudded” at the Nature Center Building. The 724 riding mower has been repaired. Police Chief Jason Lingenfelter reported the new ordinance officer truck is in service. The department will be doing online training with the officers. Street Commissioner Frank Arthur reported the striping work on newly paved streets will be completed soon. Frank said the 50% drawings for the West Washington Street project are now completed. Wastewater Superintendent Adam Downey reported that Merrill Brothers spread the biosolids from the plant on the City farm property. Water Superintendent Rod Pool reported the “locates” have been ramping up because Electricom is working in the City.

**Proclamation-International Fire Fighters Day**-Mayor Gross read the document recognizing the fire fighters.

## **Old Business-City Council**

1. **Old Fire Station Roof Project**-There was discussion about the quotes, the details on each and the difference in the prices offered by the contractors. It was also mentioned that the potential renovation of the old fire station could include a larger roof project, so fixing the specific leak area would be prudent at this point. It was decided to ask the contractors to prepare a quote for repairing only the leak area at this time. Council member Ken Houston recommended Hinshaw Roofing be asked to prepare a quote along with Bone Dry, Ray and Aragon. Chief Logan will pursue obtaining the quotes with the hopes to have them ready for the May 18 2020 meetings.
2. **Spirit of Monticello Festival**-Doug Pepple made a motion to cancel the Spirit of Monticello Festival. Kim Kramer seconded the motion. All ayes, motion carried.

- 3. Discussion of Small Business Opportunities-**Council member Ralph Widmer indicated the members of the committee had discussed providing financial assistance by offering a forgivable loan. Ralph indicated the application and information sheet created by the Town of Culver was a good template and we could adapt it for our purposes. Mayor Gross suggested the amount of \$50,000.00 would be set aside for the program with loan amounts up to \$5,000.00 provided to awarded applicants. Kim Kramer made a motion to approve the creation of a forgivable loan program funded by economic development dollars. Doug Pepple seconded the motion. All ayes, motion carried.

There being no further business before the Joint Meeting, the meeting adjourned at 7:28 p.m.

James D Mann, Clerk Treasurer, City of Monticello