

November 8, 2018

The Board of Public Works & Safety met at 4:00 pm on the above date in the Meeting Room at City Hall Annex with Mayor Curtis presiding and members Williams and Higgins attending. Others attending were Chief Alldredge; Supt Gray; Comm. Dieterle; Andy Sucharitakul – Lochmueller Group; Paula Rudibaugh; Nancy Sexton; Angie Kissinger; Corey Woolsey – Mount Vernon Democrat; Lois Gray – Posey County News; and arriving during the meeting, Chief Dixon.

Mayor Curtis called the meeting to order by stating members were emailed copies of the minutes of their previous meeting and by asking if there were any corrections or additions. He added if not, he entertains a motion to waive the reading and approve the minutes as presented.

Board member Williams moved the reading of the minutes be waived and they be approved as presented. Seconded by Board member Higgins.

Mayor Curtis asked if there was any discussion ?

There was none.

Mayor Curtis stated all those in favor of the motion should signify in the affirmative; and following the vote, he reported the motion carried unanimously.

Mayor Curtis requested action on the claims presented.

Board member Higgins moved the claims presented be allowed for payment. Seconded by Board member Williams.

Mayor Curtis asked if there was any discussion ?

There was none.

Mayor Curtis stated all those in favor of the motion should signify in the affirmative; and following the vote, he reported the motion carried unanimously.

Mayor Curtis stated they will now hear the reports of the Departments.

Chief Alldredge stated the department had 190 calls since the last meeting.

Mayor Curtis asked if there were any questions ?

There were none.

Chief Dixon was not present.

Supt. Gray stated they located and repaired a manhole structure at Harrison and Davis Drive. He then stated the camera truck's video cart needs work. He would like permission to take it to Best Equipment in Indianapolis. It will be a day trip. No overnights.

Board member Williams moved permission to take the truck to Indianapolis be given. Seconded by Board member Higgins.

Mayor Curtis asked if there was any discussion ?

There was none.

Mayor Curtis stated all those in favor of the motion should signify in the affirmative; and following the vote, he reported the motion carried unanimously.

Mayor Curtis asked if there were any questions ?

There were none.

Comm. Dieterle stated leaf season is here and he would just ask that folks be patient, they will get to them. They are also doing some paving. With the Holidays coming it is difficult to stick to the trash pick up schedule, but the guys will also be working weekend, starting this weekend. Mayor Curtis asked if there were any questions ?

There were none.

Chief Dixon arrived at the meeting and stated they have had 39 calls since the last meeting.

Mayor Curtis asked if there were any questions ?

Board member Williams asked how their Halloween event went ?

Chief Dixon replied they gave out over 1100 bags of candy, and he has heard great reviews on the haunted house.

Mayor Curtis added they all did a great job on the haunted house.

Board member Williams thanked everyone involved and added he really appreciates their efforts.

Mayor Curtis stated they are now ready for the Legal portion of the agenda, and the first item is software for the Code Enforcement Officer. He added Mrs. Kissinger has done the research on this and been the most involved, but they are basically looking to simplify the process and help keep track of properties. He then stated he will turn it over to her.

Mrs. Kissinger stated it seems that keeping a Code Enforcement Officer is the biggest issue.

Once people find out how much work, paperwork especially, is involved, they quit. She stated she the Mrs. Dike in the Clerk-Treasurer's Office, created the process as well as the documents themselves. There are notices, and liens, and lien releases, and certifications of cost, and the list just goes on. People get overwhelmed. She stated she has three quotes: iWorkQ, ComCate, and City Serv. She explained this software allows the field officer to use a tablet or other android device to take pictures and list a property to GIS, which then the software issues a case number, parcel number, and pulls all the information in. The documents are then uploaded into drop-down menus. It issues reminder notices as well which increases efficiency and accuracy would be improved. No more counting days out on a calendar. All information is located in an Excel Spreadsheet. She stated in two months' time, she dealt with 80 properties, and that is just for weed violations. Code Enforcement is really a full time job. She has to do this right now, along with her duties in the Clerk-Treasurer's Office.

Mayor Curtis stated the reports are awesome, not to mention the effects weed season also has on the street department.

Mrs. Kissinger added the software even pulls up where the violations are occurring around town. She stated it is also capable of implementing all violations within the city (weeds, tires, abandoned vehicles, trash, police and fire). There is also a fee track feature that will track the filing fees, labor cost, amount of manhours worked, etc.

Mayor Curtis stated she mentioned 80 properties – was that in two months' time ?

Mrs. Kissinger replied yes, in two months.

Board member Williams stated this would pay for itself it sounds like. He then asked if she has had any of the vendors come down to do a demonstration ?

Mrs. Kissinger replied no, she did that on line with them over the phone. She has seen it working. She added of the three, she prefers iWorQ it is cheaper. ComCate is basically the same program, but iWorQ has better customer service and unlimited training. ComCate does not do unlimited training and their customer service was not very responsive.

Mayor Curtis agreed that customer service is important, especially after the purchase is made.

Mrs. Kissinger stated ComCate has an annual price, but they also have up to a 5% increase every year, and iWorQ does not have that.

Board member Williams asked if there is a feature wherein the public can turn in complaints ?

Mrs. Kissinger replied yes, there is. It is called Citizen Engagement and would be \$1,000 extra. It allows app or website interaction.

Mayor Curtis stated he feels they need to work the bugs out first before they start with that. He added he feels this would be worthwhile after it is up and going. There is money in the budget, and he also thinks iWorQ should be considered.

Board member Williams stated \$5,500 is the initial set up fee, for year one, correct ?

Mrs. Kissinger replied then it will be \$3,500 annually yes. The gentleman at iWorQ is also willing to work with the city on that, as this is what they do – work with municipalities. There would be an annual contract and the city can cancel at any time, with a 30 day notice.

Board member Williams replied it sounds like a good idea to him. He then moved they proceed with the purchase of the software for code enforcement through iWorQ. Seconded by Board member Higgins.

Mayor Curtis asked if there was any discussion ?

There was none.

Mayor Curtis stated all those in favor of the motion should signify in the affirmative; and following the vote, he reported the motion carried unanimously.

Board member Williams stated Mrs. Kissinger has done a very good job and that this program should pay for itself.

Mayor Curtis agreed and added he would like to thank Mrs. Kissinger for everything she has done with code enforcement over the past several months.

Mayor Curtis stated the next item is a discussion of graphics for the SRO (School Resource Officer) . He added the Evansville SRO's have these on their vehicles and didn't know if the Board had seen them, but theirs cover the enter vehicle. He asked Chief Alldredge to look into it and see what he could find.

Chief Alldredge stated the pictures they have before them is what they had in mind, and the work would be done by a man from Posey County.

Mayor Curtis added this gentleman is also willing to donate the installation time. The cost for the graphics is \$400. He added there are some organizations looking into maybe donating as well.

Board member Williams asked if this will only be on the one car ?

Mayor Curtis replied yes, the SRO Officer's vehicle.

Board member Williams added he feels it is a great idea.

Board member Higgins moved they approve the purchase of the graphics. Seconded by Board member Williams.

Mayor Curtis asked if there was any discussion ?

Board member Williams stated he will personally donate \$100 to the project.

Mayor Curtis stated all those in favor of the motion should signify in the affirmative; and following the vote, he reported the motion carried unanimously.

Mayor Curtis stated something else that is also in the budget is lawn care services – in particular, the riverfront. The Park & Rec Department can't mow and keep it looking good. So, he is looking into a lawncare service. The Park Department has no objection. A rough estimate would be \$165-\$200 per application and they would need six to seven applications per year. It would be well worth it. In order to re-seed, the cost would be \$600-\$700.

Board member Williams stated that is actually pretty reasonable.

Mayor Curtis asked if anyone on the Audience wished to address the Board ?

There was no response.

Mayor Curtis asked if there was any Old Business ?
There was none.

Mayor Curtis stated under New Business, he would like to acknowledge the passing of Animal Control Officer Gene Youngblood. The UNEXPECTED passing of ACO Youngblood. They are taking applications for the position and have had four turned in so far. They need to get someone in place as soon as they can, but Mr. Youngblood will be greatly missed. He concluded by stating as the next meeting is on Thanksgiving, there will be NO meeting.

Mayor Curtis stated if there was no further business, he entertains a motion to adjourn. Board member Williams moved the meeting be adjourned. Seconded by Board member Higgins.

Mayor Curtis stated all those in favor of the motion should signify in the affirmative; and following the vote, he reported the motion carried unanimously and adjourned the meeting.

Bill Curtis, Mayor

ATTEST:

Cristi L. Sitzman
Clerk-Treasurer