



BOARD OF PUBLIC WORKS AND SAFETY MEETING MINUTES

COUNCIL CHAMBER

Thursday, August 21, 2025

4:00 P.M.

Board Members Present: Todd Titus, Jim Reynolds, Mayor Scott Long, Attorney Doug Lehman

Also Present: Clerk-Treasurer Melanie Givens Penn, Mayor's Assistant Shelley Hipkind

Department Heads Present: Police Chief Jason Mooney, Fire Chief Andy Oswalt, Park Superintendent Adam Hall, Building Commissioner Jeff Knee, Wastewater Superintendent Bob Gray, Street Superintendent Scott Richardson

MINUTES

Titus motioned to approve the minutes of the August 7, 2025 meeting. Reynolds seconded the motion. Motion carried.

CITY CLAIMS & SEWAGE CLAIMS

Reynolds motioned to approve the City claims and Sewage claims. Titus seconded the motion. Motion carried.

OLD BUSINESS

Unsafe Building Updates:

1. 595 Gillen Avenue – Code Enforcement Officer Silas Zartman reported that there was still no response to the department's ad, and the stated deadline is today. Attorney Lehman has written an order regarding the department's findings but it wasn't in the folder. Mayor Long made a motion to table the issue until the next Board of Works meeting. Reynolds seconded. Motion carried. After this decision, Attorney Lehman suggested that he instead read aloud the parts of an order that will allow him to write up an order for this house and have the mayor sign it to get things moving forward, following the agreement of the Board. Code Enforcement Officer Zartman reminded the Board it is his understanding that Statute requires that an advertisement be run ten days prior to the action of demolishing the property. It is Attorney Lehman's opinion that the quotes should be accepted at the September 4 meeting and the City can act any time after September 6. Titus made a motion to allow the mayor to sign Attorney Lehman's order regarding the findings of fact. Reynolds seconded the motion. Motion carried.
2. 626 Columbus Street – Owner Dustin Goforth was present. He was not able to complete an agreement with Rochester Homes to demolish the home as part of building a new one but expects to receive quotes for demolition within the next two weeks.

Attorney Lehman suggested that when a demolition contract is signed that the owner provide a copy to the Building department. He suggested that the house either be down by September 18 or Mr. Goforth should attend the Board of Works meeting that day to update us. Mr. Goforth agreed to do that.

3. Community Foundation City Department Donation Fund Agreement – A subcommittee will be created and a document drafted for agreement. The item will be tabled until Chief Oswalt notifies the Board that they are ready to take up the issue.

NEW BUSINESS

1. Special Event Application – Bill Osborne Memorial Cruise-In September 12. A family member was present to answer questions. Reynolds made a motion to approve the application. Titus seconded the motion. Motion carried.
2. Special Event Application – Suicide Awareness Walk September 27. A member of Bowen Health was present to answer questions and requested the route of the walk be switched to go with the flow of traffic in case help is needed with cross traffic. The mayor made a motion to approve the application. Reynolds seconded the motion. Motion carried.
3. Supplemental Agreement for the ADA Transition Plan. This adds \$1,500 to include Cass Street with the original agreement. Titus made a motion to approve the application. Reynolds seconded the motion. Motion carried.

OTHER BUSINESS

Reynolds stated that regarding the 49 W Canal building façade, there has been correspondence between the owner and the Building department but no promises of progress. Reynolds stated he would like to explore treating this as a blight. Mayor Long suggested we take this up as an agenda item at a future meeting.

QUESTIONS FROM THE AUDIENCE

There were no questions from the audience.

REPORTS FROM DEPARTMENT HEADS

Police Chief Mooney reported that regarding the request that they increase their patrol on the parts of downtown that should no longer have semi traffic other than local deliveries. In the time Chief Mooney kept statistics, they made 27 stops consisting of 13 warnings, three citations, and 11 were local deliveries. He will continue to keep these statistics for a few more weeks. Mayor Long suggested that the Street department increase the signage on this truck route to every intersection between Wabash Street and Cass Street to help the problem. Chief Mooney asked about requesting that local delivery truck put some kind of placard on their vehicle so the police would know not to stop them. Attorney Lehman agreed that we could request that but not require it. Mayor Long asked about stopping the trucks after they pass Container, which would ensure that their local deliveries are not stopped. Another issue is that GPS shows Stitt Street is an alternate Business 24.

NEXT MEETING

The next Board of Works meeting will be held on Thursday, September 4 at 4:00 p.m.

ADJOURNMENT

The meeting was adjourned at 4:31 pm.

These minutes are a summary of actions taken at the Wabash Board of Works meeting.

A video recording of this meeting can be found for at least 90 days following the meeting date at <https://www.youtube.com/watch?v=Q1fiI9ppDmg>

Mayor Scott A. Long	Member
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Todd Titus	Member
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Jim Reynolds	Member
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