



BOARD OF PUBLIC WORKS AND SAFETY MEETING MINUTES

COUNCIL CHAMBER

Thursday, September 4, 2025

4:00 P.M.

Board Members Present: Todd Titus, Jim Reynolds, Mayor Scott Long. Attorney Doug Lehman participated via telephone

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

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

MINUTES

Reynolds motioned to approve the minutes of the August 21, 2025 meeting. Titus seconded the motion. Motion carried.

CITY CLAIMS & SEWAGE CLAIMS

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

OLD BUSINESS

Unsafe Building Updates:

1. 595 Gillen Avenue – Code Enforcement Officer Silas Zartman reported that bid requests were sent to five excavation companies; two responses were received by the deadline. Earthworks' (Eric Bostwick) bid was \$6,150 plus tipping fees and the quote from Treska Brothers Excavating was \$17,105. The mayor mentioned that in the past the City has paid the tipping fees. Reynolds made a motion to take both bids under advisement to clarify the bids, to then accept the lowest and authorize Mr. Zartman to accept the bid. Titus seconded the motion. Motion carried.
2. Public Safety Donation Fund Agreement – This is between the Community Foundation and the City, primarily for the fire department at this time. Chief Oswalt stated that the purpose is to provide support for the charitable activities of the Wabash City Fire Department with donations. Titus made a motion to approve the agreement. Mayor Long seconded the motion. Motion carried. Chief Oswalt thanked Melissa Ford of the Community Foundation for her help with this Agreement.

NEW BUSINESS

1. Special Event Application – Brandt Memorial Ride September 28. Stacy was present to answer questions. Mayor Long made a motion to approve the application. Reynolds seconded the motion. Motion carried.
2. Special Event Application – Wabash High School Homecoming Parade September 19. Natasha was present to answer questions and reported that the route of the parade is the same as in past years. Reynolds made a motion to approve the application. Titus seconded the motion. Motion carried.
3. Wastewater Write-Off Approvals – Patty Meagher of the Wastewater Department requested the City to write off \$2,196.66 worth of sewage bills. These are the unpaid bills of deceased customers. Mayor Long made a motion to approve the write-offs. Reynolds seconded the motion. Motion carried.

OTHER BUSINESS

There was no other business.

QUESTIONS FROM THE AUDIENCE

There were no questions from the audience.

REPORTS FROM DEPARTMENT HEADS

There were no reports from department heads.

NEXT MEETING

The next Board of Works meeting will be held on Thursday, September 18 at 4:00 p.m.

ADJOURNMENT

The meeting was adjourned at 4:11 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=Vrv1xbyDAX8>

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