



BOARD OF PUBLIC WORKS AND SAFETY MEETING MINUTES

COUNCIL CHAMBER

Thursday, December 19, 2024

4:00 P.M.

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

Also Present: City Attorney Doug Lehman, 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, Street Superintendent Scott Richardson, Wastewater Superintendent Bob Gray

MINUTES

Jim Reynolds motioned to approve the minutes of the December 5, 2024 meeting. Todd Titus seconded the motion. Motion carried.

CITY CLAIMS & SEWAGE CLAIMS

There were no claims.

OLD BUSINESS

None

NEW BUSINESS

1. Resolution #7, 2024 Adoption of New Personnel Manuals

Jenna Drook, Human Resources/Payroll Director, stated that these personnel manual updates were the first in almost six years; the department heads had gone through the handbooks with her and the mayor to ensure they reflect current policies. Reynolds asked Attorney Lehman if he had reviewed it and was told that there were no changes that would require a lawyer's input. Titus asked if each employee would receive a copy and acknowledge having read it. Chief Oswalt read the current verbiage of the acknowledgement page and Lehman agreed it was adequate. Department heads will be responsible for handing them out and collecting the acknowledgement pages. These handbooks will become effective at the first of the year. Titus motioned to approve Resolution #7, 2024. Reynolds seconded. Motion carried.

2. Bid Opening for Community Crossings Matching Grant

These bids are for the City's 50% matching portion of a grant received recently to work on Highland Drive, Parkway Drive, and Miami Street. Two bids were received:

	Gaunt & Son, Wabash	DC Construction Services, Pendleton
Highland	\$101,748.31	\$112,844.52
Parkway	319,423.92	373,398.38
Miami	203,651.37	277,859.99

Reynolds motioned to accept the bids as received and approve the lowest bid, which was Gaunt & Son. Titus seconded. Motion carried.

OTHER BUSINESS

None

QUESTIONS FROM THE AUDIENCE

None

REPORTS FROM DEPARTMENT HEADS

None

NEXT MEETING

The next Board of Works meeting will be held on Thursday, January 2 at 4:00 p.m.

ADJOURNMENT

The meeting was adjourned at 4:14 pm

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

The full video archive of the meeting is available on YouTube at

<https://www.youtube.com/watch?v=IMcJy9b3Ypg> as long as this media is supported.

Mayor Scott A. Long Member

Todd Titus Member

Jim Reynolds Member

