

**BOARD OF WORKS – MINUTES**  
**MONDAY, FEBRUARY 12, 2018**

**MEMBERS:** Mayor Matt Gentry, Jane Taylor, Bill Stoner, Dick Robertson, Allen Milburn

Also present – City Attorney Rob Schein, Clerk-Treasurer Tonya Thayer

Mayor Gentry calls the meeting to order at 5:30 p.m. and everyone is led in the Pledge of Allegiance.

**APPROVAL OF JANUARY 22, 2018 MINUTES**

***Motion by Stoner to approve said minutes, 2<sup>nd</sup> by Taylor. Motion carries by a majority vote with Milburn abstaining.***

**Mayor Gentry welcomes Allen Milburn as a new member of the Board of Works.**

**REPORTS FROM DEPARTMENT HEADS**

**POLICE DEPARTMENT** – Deputy Chief Brad Bailey – Verbal report given & written report submitted.

**FIRE DEPARTMENT** – Chief Chuck Batts – Verbal report given & written report submitted.

**PARKS DEPARTMENT** – Superintendent John Messenger – Verbal report given & written report submitted.

**ENGINEERING DEPARTMENT** – City Engineer Kevin Krulik – Verbal report given & written report submitted.

**PLANNING DEPARTMENT** — Director Ben Bontrager - Verbal report given & written report submitted.

**STREET DEPARTMENT** – Superintendent Larry Lee – Verbal report given & written report submitted.

**COMMUNICATIONS DEPARTMENT** – Director Joe LePage – Verbal report given & written report submitted.

**STORMWATER DEPARTMENT** – City Engineer Kevin Krulik – Verbal report given & written report submitted.

### **NEW BUSINESS**

**Fire Chief Chuck Batts request the Board to start the application process to create a hiring pool for future firefighters.**

***Motion by Robertson to approve the selection process for a hiring pool, 2<sup>nd</sup> by Stoner. Motion carries by a unanimous vote.***

**Downtown and Big 4 Trail Extension Bid Package Release Approval – Kevin Krulik gives background on project.**

***Motion by Robertson to administer the construction project on behalf of Redevelopment Authority and Redevelopment Commission contingent upon RDC approval, 2<sup>nd</sup> by Stoner. Motion carries by a unanimous vote.***

***Motion by Robertson to give authorization to Mayor Gentry to execute and accept an agency agreement with RDA and RDC governing the administration of the construction project, 2<sup>nd</sup> by Stoner. Motion carries by a unanimous vote.***

***Motion by Robertson to release bid specifications to the public, 2<sup>nd</sup> by Taylor. Motion carries by a unanimous vote.***

**Heart of Lebanon – Express Parking Signs Discussion – Joe LePage leads discussion.**

***Motion by Milburn to amend the express parking sign located on Meridian Street from 15 to 30 minutes, 2<sup>nd</sup> by Stoner. Motion carries by a unanimous vote.***

**STORMWATER BUSINESS**

**CITY OF LEBANON CLAIMS**

***Motion by Stoner to approve claims, 2<sup>nd</sup> by Taylor. Motion carries by a unanimous vote.***

**ADJOURNMENT**

***Motion by Taylor to adjourn, 2<sup>nd</sup> by Milburn. Motion carries by a unanimous vote.***

The next Board of Works meeting is scheduled for February 26, 2018 at 5:30 pm.

Respectfully submitted – Tonya Thayer – Lebanon City Clerk-Treasurer