

Board of Public Works and Safety
Berne City Building, 158 W Franklin Street
Wednesday, June 21, 2017
Minutes

Mayor McKean-Present

Curtis Wurster-Present

Ron Dull- Present

The Board of Public Works and Safety met on Wednesday, June 21, 2017 at 8:00 am in council chambers along with City Attorney Dave Baumgartner and Secretary of Record Becky Sprunger. An agenda was posted at the door.

Others in attendance: city employees John Crider, Police Chief Tim Taylor, Shannon Smitley; Kurt Dailey and Gary Nussbaum. Guest: Mitch Sprunger representing the Swiss Days Committee as a member of their board.

Mayor McKean called the meeting to order and verified a quorum.

Approval of Minutes On a motion by Ron and a second by Curtis, the minutes from May 17, 2017 were unanimously approved as written.

Swiss Days Committee Request for 2018 Mr. Mitch Sprunger, member of the Swiss Days Committee, came before the board for Swiss Days Committee Chair Cory Sprunger. Mitch reported that the Swiss Days Committee would like approval from either or both the Board of Works and the Council on the committee's plans to move most of the Swiss Days booths and stage from Main Street downtown to west on Main to the Clock Tower in 2018. Per Mitch, the committee has a website set up for vendors to pre-select the proposed new locations, and the committee would like to promote the changes and offer an option to select their booth space at this year's festival, which runs from July 27-July 29th. The changes for 2018 would include:

- Move the main stage to the Clock tower plaza grounds or the empty lot on Harrison
- Remove side street food vendors and have them all on Harrison Street from Main to Water
- Move non-food vendors from downtown Main to west of the Industrial Tent on Main
- Move the Marketplace from the former school property to Lehman Street from Main to Franklin (2017 it will be on Main Street to the west of the Industrial tent)
- Alley behind Yager Kirchoffer Funeral Home will be open but with barricades
- Industrial Tent unchanged
- No plans to change the location of the children's rides.

Mitch reported that downtown merchants have indicated they want more space in front of their stores. The committee would also like to promote more family activities. Mitch told the board that Fire Chief John Crider, Work Force Manager Kurt Dailey and Police Chief Tim Taylor reviewed the drawing of the proposed layout and they "approved" the map.

Dave Baumgartner reported that the Community Development Corporation wants to promote the Clock Tower for the entire community and moving toward the clock tower is not a bad thing, but the board has varying opinions about the stage or other booths, etc being directly on the plaza grounds during Swiss Days. Dave said that the CDC board has not met to vote on the use of the plaza grounds for the stage and or booths.

Mayor McKean said that he would like to see the festival grow toward the west instead just moving everything that way. Mayor McKean noted the Swiss Days committee paid \$ 12,000.00 a few years ago to run power to the stage and vendors when they moved from Jefferson street to the city building. Mitch replied that they have asked for several quotes to bring in the power needed to make the proposed moves, but added they are also looking in to using generator(s). He also told the board that his committee thinks a smaller generator that would fit on a garden tractor size trailer would be sufficient. They are hoping that the proceeds from the play The Wizard of OZ this year and plays in the future will help fund the electrical upgrades, but generators will have to be used in the short term.

Curtis Wurster expressed concerns that the empty lot being considered for the stage is not big enough to handle the tent, stage and seating. Curtis also asked if the proposed food court is big enough. Mitch said that if needed be the food vendors could be looped around.

Dave asked if neighbors who would be impacted by the move have been contacted, and Mitch said that they have not.

Mayor McKean said that the setup currently being used with the big tent, seating area and stage at the city building have really been well received by our citizens and visitors he has talked with. And Mayor also said that the restrooms in the city building are appreciated by many festival goers and that is something that really needs to be considered. Mitch said that he has talked to the Pastor of the First Mennonite Church who thought using the church restrooms would be okay.

Becky Sprunger said that living and working downtown, she is concerned that no neighbors have been asked for their input. Gwen Maller said that she can't see how the empty lot at the Clock Tower is big enough to accommodate the festival goers that we observe at the current location at the city building.

Mayor McKean said that he hesitates to have this board give their approval or recommendation at this time because there are so many unanswered questions and concerns.

Ron Dull thanked Mitch and the Swiss Days Committee for their devotion for what must seem like a thankless job with the annual festival and he thanked Mitch for sharing the information today. Ron would like to see this be a proposal at this point, share the information with the vendors at this year's festival to receive their feedback.

When Mitch said he would withdraw the request, the board encouraged him to reconsider but continue to work on a plan for 2018.

Ron Dull made a motion to table the 2018 Swiss Days plan as presented until after Swiss Days, and to have a representative of the Swiss Days Committee come back to the Board of Works at a later date with feedback from neighbors, vendors and others that might be impacted by such a move. Curtis made a second. Motion unanimously approved.

Opening of Annual Salt Bids As City Attorney, Dave Baumgartner opened the 2018 salt bid as advertised. All the paperwork was in order and bids were priced per ton included delivery as follows:

| Bulk (Softener Salt) | Name | Bid |
|----------------------|------------------------|------------------|
| | Detroit Salt | Letter of no bid |
| | Morton Salt | \$125.80 |
| | Cargill | \$117.89 |
| | Compass Mineral | \$116.66 |
| De-icing Salt | Morton Salt | \$87.16 |
| | Compass Salt | \$69.85 |

On a motion Curtis Wurster and a second by Ron Dull, the board unanimously approved accepting the lowest bid of \$ 116.66 a ton delivered for softener salt from Compass Mineral and \$65.82 a ton delivered for De-icing Salt from Cargill subject to review by the appropriate Department Heads.

Request to Publish Specifications and Receive Bids on a Street Sweeper Work Force Manager Kurt Dailey reported that the current street sweeper is due to be replaced having been purchased in 2002. Kurt is requesting approval to have Attorney Baumgartner write the specifications and prepare a legal notice to accept bids for a 2017 street sweeper.

Kurt said that it is his understanding that if the sweeper can be ordered in 2017 with the current laws regulating the engine, the city can save between \$30,000 to \$ 40,000. The rule changes with the increased pricing will go in to effect January 2018.

Ron asked about the anticipated cost and where the funding will come from. Kurt said that the cost should be around \$200,000 and Gwen said \$20,000 will come from the street fund and the balance from the Rainy-Day fund. The old sweeper will be traded in and the city can anticipate taking receipt of the new sweeper about 120 days after it is ordered.

On a motion by Ron Dull and a second by Curtis Wurster, the board unanimously approved having Kurt Dailey work with City Attorney Baumgartner in preparing the specifications and advertising for a new street sweeper.

Quote on AED Equipment; Since the last Board of Works meeting in May when the purchase of automated external defibrillators or AED's were discussed, Chief Taylor received another quote for the same units from heartsmart.com. Per the Mayor and the Chief, the savings for 6 units (one for each police car and one for the city buildings) was \$1,052 with an additional battery per unit and an infant/child kit per unit. Gwen said the money can come out of the Common Council contractual services budget.

On a motion by Ron Dull and a second by Curtis Wurster, the board unanimously approved the purchase of 6 AED units from heartstrong.com at a cost of \$8,760.00 with the money to come out of the City Council contractual services budget.

Review of Golf Cart and ORV Ordinance Attorney Baumgartner reviewed passage of several bills at the state level that could affect the City of Berne Golf Cart and ORV Ordinance No. 692. After further discussion of the ordinance, Curtis Wurster made a motion to recommend amending our ordinance to be in line with state statute or to amend our ordinance by removing the age limit of 18 years of age to having a valid driver's license. Ron Dull made the second and the motion was unanimously approved. The ordinance will go to council for further discussion and consideration.

UPS Drop Box Location Mayor McKean reported that once Jefferson Street from Franklin to Main was made one way, the UPS drop box that was on Jefferson had to be relocated. It is currently on the sidewalk at the front of Kaup Pharmacy and they would prefer it not be there. UPS sent a contract, which City Attorney Baumgartner reviewed, to the Mayor's office requesting consideration of a new site. Mayor McKean is recommending placement on the City parking lot adjacent to the Chamber of Commerce. The box will face Main Street. On a motion by Ron Dull and a second by Curtis Wurster, the board unanimously approved placing the UPS drop box as discussed and instructed Mayor McKean to sign the agreement with UPS.

2017 Swiss Days Kurt Dailey presented the board with the list of street closings and temporary signage for this year's Swiss Days Festival at the end of July. On a motion by Curtis Wurster and a second by Ron Dull, the board unanimously approved the 2017 lists as presented and are as follows:

2017 SWISS DAYS STREETS TO BE CLOSED

1. Monday p.m. City Hall Parking lot (For Stage)
2. Wednesday a.m. Jefferson St. from alley south of Main St. to Water St.
3. Wednesday a.m. Fulton St. at Main St. (For Tents)
4. Wednesday a.m. Behring St. From Main St. to Alley (For Kiddy Rides)
5. Wednesday a.m. Main St. From Brown St. to US 27/218 (For annual Swiss Days)
6. Wednesday a.m. Hendricks St. From Main St. to Franklin St.
7. Wednesday a.m. Sprunger St. From Main St. to Water St.
8. Wednesday a.m. Franklin St. From Fulton St. to Hendricks St.
9. Friday a.m. Baltimore St. From Main St. to Water (For Peddle pull)
10. Saturday a.m. Main St. From Columbia St. to Harrison St. (For Sidewalk Chalk Art Contest)
11. Saturday a.m. Harrison St. at Main St.
12. Saturday a.m. Baltimore St. From Main St. to Water St. (For Big Wheel Race)
13. Saturday a.m. Jefferson St. & Sprunger St. (For Foot Races)
14. Saturday p.m. Compromise St. to Sprunger St. to Water St. to Baltimore St. to Lehman St. to Franklin St. to Hendricks St. to Lehman Park (For Parade)

Everything to be opened Saturday p.m./ early Sunday a.m. with the exception of City Hall Parking lot (For Stage)

Temporary signs to be put up for 2017 Swiss Days

1. Both down town allies NO PARKING FIRE LANE (entire Swiss days)
2. Baltimore St.- From Main St. to Water St. NO PARKING ANYTIME (entire Swiss days)
3. Washington St.- From Behring St. to Jefferson St. on the North side NO PARKING ANYTIME (entire Swiss days)
4. Water St.- beside library NO PARKING HANDICAP ONLY (entire Swiss days)
5. Lehman St., Franklin St. from Lehman St. to Hendricks St., Hendricks St. south of Dearborn St. NO PARKING ANYTIME (Saturday for Parade)

6. Indiana St. From Franklin St. to Main St. NO PARKING ANYTIME west side of street (entire Swiss Days)

In other Swiss Days discussions, Mayor McKean reported that Vickie McMillion, owner of Happy's Place, inquired about possibly having a beer tent with a beer trailer on Jefferson Street for this year's Swiss Days. To do that, the Common Council would have to approve and sign a letter to the state liquor board that they would be not be opposed to a beer tent and trailer on a city street. After additional phone conversations, Vickie indicated that because it is so close to Swiss Days, Happy's Place will once again provide outdoor seating at the back of their property instead of on the street. They plan to have the beer trailer and a tent, but do not need city approval, only the necessary state permits.

There was discussion about crowing roosters disturbing neighbors. Chief Taylor and Attorney Baumgartner are going to review the City of Berne animal ordinance to see if it addresses these concerns.

On a motion by Ron Dull and a second by Curtis Wurster, the meeting adjourned.