

# *City of Seymour*

City Hall 301-309 N. Chestnut Street Seymour, Indiana 47274  
Phone: 812-522-4020

**MINUTES**  
**BOARD OF PUBLIC WORKS**  
**December 14, 2023**  
**George Green Council Chambers, Seymour City Hall**  
Virtual Option Available

**A. Call to Order**

**B. Those Present:** Mayor Nicholson, Clerk/Treasurer Boas, Jim Potts, 2<sup>nd</sup> Deputy Melissa Herndon, City Engineer Bernie Hauerperger, DPW Director Chad Dixon, Parks Admin Tracy Cole, 1<sup>st</sup> Deputy Nancy Pulsford, Fire Chief Eric Roll, Police Chief Greg O'Brien, Jerry Hackney Lonnie Hauerperger, Fireman Caleb McKinney, Ordinance Administrator Kelly Pifer, WPC Director Jarin Gladstein, HR Director Dawn White, Mayor Admin Jane Hayes Aubry Woods from the Tribune via Zoom, and Jeri Wells.

**C. On a motion by Mr. Earley, seconded by Mr. Potts, the minutes from the 11/22/23 meeting were approved.**

**D. Public Hearing** – none to report

**E. Old Business** – none to report

**F. New Business**

- a. City Attorney Chris Engleking shared a lease update plan on the Seymour Museum, extending it another 25 years to 12/31/2084. On a motion by Mr. Earley, seconded by Mr. Potts, the plan was approved. The Landlord Letter of Consent was also shared, allowing the Museum to lease out space in the Museum. On a motion by Mr. Earley, seconded by Mr. Potts, the Letter was approved for a 1-year trial run.
- b. The Mayor The following Food License Requests:
- i. Outreach Ministries of Seymour (Free Food Ministry)
  - ii. Junkyard BBQ Renewal
- All paperwork was in order, on a motion by Mr. Earley, seconded by Mr. Potts, the request was approved with the fee being waved for the Ministry trailer.
- c. The Mayor presented the following Itinerant Merchant License request for:
- i. I Heart Cookies Company – approved via email vote.
  - ii. White Oak Construction.
- All paperwork was in order, on a motion by Mr. Earley, seconded by Mr. Potts, the request was approved.

- d. The Mayor presented the following requests for the Farmer's Parking Lot:
- i. Junkyard BBQ, from 11 am to 1:30 pm Dec. 22<sup>nd</sup> and 4-8pm on Dec 23<sup>rd</sup>. There may be another vendor with them. On a motion by Mr. Potts, seconded by Mr. Earley, this request was approved.
  - ii. Mark and Beth's Smalltown Sweets, Dec 23<sup>rd</sup> from 10 am to 2 pm. All paperwork was in order. on a motion by Mr. Earley, seconded by Mr. Potts, this request was approved.
- e. Fire Chief Eric Roll presented the following:
- i. Retirement Chief Brad Lucas effective 12/31/23
  - ii. Promotions: John Toppe to Lieutenant, Kaleb McKinney to Captain, Chris Connell to Battalion Chief, Anthony Walker to Assistant Chief, and Eric Roll as Fire Chief all effective 1/1/24.
- f. The Seymour Fire Department Collective Bargaining Agreement was presented for Board approval. The main change is adding Cancer Screenings to fireman and retires up to age 65. On a motion by the Mayor, seconded by Mr. Earley, the agreement was approved.
- g. The Seymour Police Department Collective Bargaining Agreement was presented for Board approval. This includes a night premium and certified instructor increase. On a motion by Mr. Earley, seconded by Mr. Potts, the agreement was approved.
- h. A request was presented for Crossroads Park rental by Leadership Jackson County for May 11<sup>th</sup> for a Fashion Show from 10 am to 5 pm. All paperwork was in order. On a motion by Mr. Potts, seconded by Mr. Earley, the request was approved.
- i. Transit Director Taylor Wyatt presented an updated Medical Qualification Policy. This is an annual agreement required update from INDOT. All paperwork was in order. On a motion by Mr. Earley, seconded by Mr. Potts, the Policy was approved.
- j. City Engineer Bernie Hayersperger presented property right of way acquisition costs associated with the southeast side sewer updates. (South US 31) for approval. Estimates are \$51,315. On a motion by Mr. Earley, seconded by Mr. Potts, the costs were approved. Bernie also shared the Stoplight upgrades at 4th and Burkart. (Turn lanes/arrows) Bernie also discussed the upcoming 2024 CCMG submissions, and the increase in matching funds (now \$1,500,000 from \$1,000,000) and requested permission to plan on that amount of funding. The Mayor told Bernie he would have an answer for him at the December 29<sup>th</sup> meeting.
- k. Darrin Boas, Clerk Treasurer presented the following Driveway/Curb Cut requests:
- i. Schneider Plumbing – 606 S. Lynn St. Replace sewer line Dec. 13<sup>th</sup>.
  - ii. Burch's Sewer and Drain – 719 E. 2<sup>nd</sup> St – Open drain in alley.
  - iii. Lewis Cheek – 702 Euclid Ave. – Replace busted curb and partial driveway.

On a motion by Mr. Potts, seconded by Mr. Earley, the requests were approved as they met the required criteria.

i. Darrin Boas, Clerk Treasurer presented the following sewer adjustment requests:

- i. James Watkins – 115 Date Ct.
- ii. Donna Meahl (Kathy Gossar) – 628 Hillcrest Dr
- iii. Sharon Schrader – 329 Skaggs Ct
- iv. William Thornton – 1028 Arvin Ave
- v. Shelby Vance – 908 N. Pine St.
- vi. Calli Johnson – 760 Coventry Dr.
- vii. Jerry Hartsell – 728 W. 7<sup>th</sup> St.
- viii. James K. Miller – 932 Evergreen Dr.
- ix. Cathy Powell – 912 S. Poplar St.
- x. James Wyatt – 814 E 4<sup>th</sup> St #31

On a motion by Mr. Earley, seconded by Mr. Potts, the requests were approved as they met the required criteria.

**ii. Miscellaneous Business**

- The Mayor presented a request by Java Goat for the Farmer's Market for December 27<sup>th</sup> and 29<sup>th</sup>, from 8 am to Noon, and January 6<sup>th</sup> from 8 am to 11am. On a motion by Mr. Earley, seconded by Mr. Potts, the request was approved.
- The Mayor shared the Health Department suspended the Food Truck health License of Helados Don Pedro. The request was for the City to suspend their food truck permit. On a motion by Mr. Earley, seconded by Mr. Potts, the request was approved until the Health Department issues are resolved.
- The Mayor presented Lonnie Nowling with his 20 year service award. Thank you for your service!

On a motion by the Mayor, seconded by Mr. Earley, the meeting was properly adjourned.

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Mayor Matt Nicholson

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Attest: Darrin Boas