

BOARD OF WORKS – MINUTES
MONDAY, MAY 22, 2017

MEMBERS: Mayor Matt Gentry, Jane Taylor, Bill Stoner

Also present: Legal Counsel Rob Schein and Clerk-Treasurer Tonya Thayer

Mayor Matt Gentry calls the meeting to order at 7:00 p.m. and everyone is lead in the Pledge of Allegiance.

APPROVAL OF MAY 8, 2017 MINUTES

Motion by Stoner to approve said minutes, 2nd by Taylor. Motion carries by a unanimous vote.

REPORTS FROM DEPARTMENT HEADS

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

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

PLANNING DEPARTMENT – Director Ben Bontrager – Verbal report given & written report submitted.

POLICE DEPARTMENT – Chief Tyson Warmoth–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.

ENGINEERING/PLANNING DEPARTMENT – City Engineer Kevin Krulik - Verbal report given & written report submitted.

BUSINESS

REQUEST FOR PROPOSAL RELEASE – Vehicle Lease and Management Program. Mayor Gentry is requesting the Board to approve an RFP.

Motion by Taylor to approve the request for proposal for the vehicle lease and management program, 2nd by Stoner. Motion carries by a unanimous vote.

LIBRARY EVENT STREET CLOSURE REQUEST – Nicole Thompson from the Lebanon Public Library is requesting street closure on Monday, June 5, 2017 from 11:00 a.m. – 5:00 p.m. on Washington Street from Meridian St. to East St. for a Summer Reading Kick off.

Motion by Stoner to approve street closure as stated above, 2nd by Taylor. Motion carries by a unanimous vote.

Mel Kenyon Event Street Closure Request – Casey Samson explains street closures needed for the race, please see attached description.

Motion by Stoner to approve street closure as requested above, 2nd by Taylor. Motion carries by a unanimous vote.

IT POLICY HANDBOOK APPROVAL – Mayor Gentry explains that the handbook has been reviewed by our legal team and is ready to be approved.

Motion by Stoner to approve the IT Policy Handbook, 2nd by Taylor. Motion carries by a unanimous vote.

CHIEF TYSON WARMOTH comes before the board to request a 2016 Chevy Malibu driven by a LPD officer be deemed surplus, as it was totaled by the insurance company when it was damaged by a hail storm.

Motion by Stoner to surplus the 2016 Chevy Malibu, 2nd by Taylor. Motion carries by a unanimous vote.

CLAIMS

Motion by Taylor to approve claims, 2nd by Stoner. Motion carries by a unanimous vote.

ADJOURNMENT

Motion by Stoner to adjourn, 2nd by Taylor. Motion carries by unanimous vote.

The next Board of Works meeting is scheduled for June 12, 2017 at 7:00 pm

Respectfully submitted – Tonya Thayer – Lebanon City Clerk-Treasurer