

BOARD OF PUBLIC WORKS & SAFETY  
Regular Meeting  
**July 12, 2022**  
**10:30 AM**

Pledge of Allegiance.

The meeting was called to order by Mayor Lynch at 10:30 A.M.

Members Present: Mayor Lynch, Joetta Collins, Scott Williams, Stephanie Young-Johnson and Jamie Lewis, also present was Clerk Michelle Walbright and Attorney Dan Whitten.

**MINUTES OF THE PREVIOUS MEETING:**

Member Lewis made a motion to approve the minutes from June 28, 2022; Member Collins seconded the motion. Mayor Lynch requested amendment be added that Member Williams was not present at previous meeting. Motion passed.

4 yes – 0 nays

**OLD BUSINESS:**

**NEW BUSINESS:**

Special Events Request

Member Williams made a motion to table the Special Events request by Windows of Life Counseling Services. Member Lewis seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

5 yes – 0 nays

Solicitors Permit Request

Member Collins made a motion to approve the solicitors permit by Edward Jones; Member Williams seconded the motion. Mayor Lynch requested input from the Board. Member Lewis abstained from the vote as he is employed by Edward Jones. Motion passed.

4 yes – 0 nays

Permission to Seek Bids for Airport Road Traffic Signal

Member Williams made a motion to grant permission to seek bids; Member Collins seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

5 yes – 0 nays

**BULK ITEM APPEALS: N/A**

**CLAIMS**

Member Lewis made a motion to approve the addition of \$42,841.40 to the claims for the purchase of body armor and ballistic shields; Member Williams seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

5 yes – 0 nays

Member Williams made a motion to approve \$27,180.00 pending legal review the Crowley Engineering initiative to retro-fit the Street Department Building for CNG. Member Collins seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

5 yes – 0 nays

Member Lewis made a motion to approve the new claim total of \$1,012,934.87 Member Collins seconded the motion. Mayor Lynch requested input from the Board. Motion Passed

5 yes-0 nays

**MAJOR ILLNESS:**

Member Collins made a motion to approve five (5) MI Claims; Member Williams seconded the motion. Mayor Lynch requested input from the Board. Motion passed.

5 yes – 0 nays

**OTHER BUSINESS:**

Chief Wilkening came forward to open bids received for new Fire Engine. Sutphen Corporation submitted a bid of \$783,517.00, Spencer Manufacturing submitted a bid of \$810,921.00. Chief Wilkening requested the Board table pending spec review. Member Lewis made a motion to table bids pending evaluation Member Young-Johnson seconded, Mayor Whitten requested the bids be made available for his review. Mayor Lynch requested input from the Board. Motion Passed  
5 yes- 0 nay

AJ Monroe came forward with an agreement for three (3) Streetlights between the City of Portage and Cardinal Crossing, LLC. Member Williams made a motion to approve the agreement, Member Collins seconded. Mayor Lunch requested input from the Board. Motion Passed  
5 yes- 0 nay

**ADJOURNMENT**

Mayor Lynch entertained a motion to adjourn. Member Williams made a motion to adjourn; Member Collins seconded the motion. Motion passed.  
5 yes – 0 nays

The meeting was adjourned at 10:58 A.M.

**ATTEST:**

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Nina Rivas  
Clerk-Treasurer

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Sue Lynch  
Mayor