

**REGULAR MEETING OF THE BOARD OF PUBLIC WORKS AND SAFETY
CITY OF ELWOOD, MADISON COUNTY, INDIANA
COUNCIL CHAMBERS, MUNICIPAL BUILDING
MARCH 6, 2017 5:30PM**

Meeting called to order by Mayor Jones. Members present: Kelli Boyland, Marc Crim, Kim Everson and Tim Roby. City attorney, Jeff Graham was present for the meeting.

Minutes from the February 6, 2017 regular meeting were presented to the board for approval. Crim made a motion to approve the minutes as written; seconded by Boyland. All in favor.

Claims for the city and utilities were presented to the board for approval. The February claims totaled \$1,332,807.79. Everson made a motion to approve the claims; seconded by Boyland. All in favor.

A claim for Miller Key & Lock in the amount of \$29.00 for key to the display case at the park was presented to the board for approval. Everson made a motion to approve the claim; seconded by Roby. All in favor.

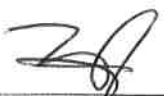
An updated job description for the Utility Office Manager was presented to the board for approval. This description includes the new duties that have come about with the addition of Invoice Cloud and the new collection agency. Everson made a motion to approve the job description; seconded by Boyland. All in favor.

An updated job description for the Utility Foreman was also presented to the board for approval. Boyland made a motion to approve the job description; seconded by Everson. All in favor.

Detective, Nick Oldham presented the board with a list of auction items. Graham stated he will be assisting the police department with this. Boyland requested one of the computers up for auction be given to the Animal Shelter. Everson made a motion to approve the auction items with a computer going to the shelter; seconded by Boyland. All in favor.


Oldham also presented Marcus Shoppell for employment contingent on PERF approval. Shoppell has passed all requirements of the department and Oldham is recommending he be approved. Roby made a motion to offer employment pending PERF approval; seconded by Boyland. All in favor.

Boyland made a motion to adjourn; seconded by Crim. All in favor; meeting adjourned.



Todd Jones, Mayor

ATTEST:



Allison M. Atwood, Clerk-Treasurer