

**REGULAR MEETING MINUTES OF THE CITY OF HUNTINGTON, INDIANA**  
**BOARD OF PUBLIC WORKS & SAFETY**  
**March 17, 2025**

A quorum of the Board of Public Works & Safety (Board) being present, the Board met for its regular meeting on Monday, March 17, 2025, at 3:30 p.m., in accordance with all applicable requirements, notice, and authority.

**CALL TO ORDER:** Mayor Strick opened the Board of Public Works & Safety meeting.

Board Members present: Mayor Strick, Danielle Albertson, Megan Bonbrake, and Anthony Lisinicchia. Also present: Director of Public Works and Engineering, Adam Cuttriss; Mike Hartburg, City Attorney; and Christi McElhaney, Clerk-Treasurer.

**PUBLIC HEARINGS:** Mayor Strick opened the public hearing for Resolution 2025-4: Amending Schedule of Administrative Costs. With no one wishing to speak, Mayor Strick closed the public hearing.

Mayor Strick opened the public hearing for Resolution 2025-5: Amending Schedule of Abatement Costs. With no one wishing to speak, Mayor Strick closed the public hearing.

Mayor Strick opened the public hearing for Resolution 2025-6: Amending Processing Expenses of Unsafe Property. With no one wishing to speak, Mayor Strick closed the public hearing.

**MINUTES OF PREVIOUS MEETING:** Board Member Lisinicchia made a motion to approve minutes of the March 3, 2025, regular meeting, seconded by Board Member Bonbrake. Motion passed 4-0. Minutes signed.

**OLD BUSINESS:**

**Director Cuttriss recommended that the 2025 Nuisance Mowing bid be awarded to Sands Outdoor Service for \$45.00/mow.** Board Member Lisinicchia made a motion to approve the 2025 Nuisance Mowing bids and authorize the Mayor to sign, seconded by Board Member Albertson. Motion passed 4-0. Mayor signed contract.

**Director Cuttriss recommended that the 2025/2026 Park Mowing bid be awarded to Ground Control for \$60,420/year.** Board Member Lisinicchia made a motion to approve the 2025 Park Mowing bids and authorize the Mayor to sign, seconded by Board Member Bonbrake. Motion passed 4-0. Mayor signed contract.

**Director Cuttriss recommended that the 2025/2026 City Utility Mowing bid be awarded to Sands Outdoor Service for \$62,100/year.** Board Member Lisinicchia made a motion to approve the 2025 City Utility Mowing bids and authorize the Mayor to sign, seconded by Board Member Bonbrake. Motion passed 4-0. Mayor signed contract.

**Director Cuttriss recommended that the 2025/2026 US 24 Right of Way Mowing bid be awarded to Ground Control for \$24,000/year.** Board Member Lisinicchia made a motion to approve the 2025 City Utility Mowing bids and authorize the Mayor to sign, seconded by Board Member Albertson. Motion passed 4-0. Mayor signed contract.

**NEW BUSINESS:**

City Attorney Hartburg presented **BPWS Resolution 2025-4: Amending Schedule of Administrative Costs.** Board Member Lisinicchia made a motion to approve Resolution 2025-4, seconded by Board Member Bonbrake. Motion passed 4-0. Resolution signed.

City Attorney Hartburg presented **BPWS Resolution 2025-5: Amending Schedule of Abatement Costs.** Board Member Lisinicchia made a motion to approve Resolution 2025-5, seconded by Board Member Albertson. Motion passed 4-0. Resolution signed.

City Attorney Hartburg presented **BPWS Resolution 2025-6: Amending Processing Expenses for Unsafe Property.** Board Member Albertson made a motion to approve Resolution 2025-6, seconded by Board Member Bonbrake. Motion passed 4-0. Resolution signed.

Director of Human Resources Rhonda Smelser presented **BPWS Resolution 2025-7: Amending Employee Handbook for Holiday and Vacation Policy.** Board Member Bonbrake made a motion to approve Resolution 2025-7, seconded by Board Member Lisinicchia. Motion passed 4-0. Resolution signed.

**ORDINANCE ENFORCEMENT:**

Commissioner Paul updated the Board: **245 Riverside Drive.** The new owners purchased the property on February 19, 2025 and have not contacted Commissioner Paul with a timeline or a plan for completing the corrective measures for compliance as directed. Commissioner Paul recommends moving forward with demolition bid opening. Board Member Lisinicchia made a motion to open the bids for demolition on this property, seconded by Board Member Albertson. Motion passed 4-0.

Commissioner Paul opened bids for **demolition for 245 Riverside Drive** as follows:

Amor Excavating	\$16,540.00
Zahm Excavating	\$14,300.00

Board Member Bonbrake made a motion to take the bids under advisement, seconded by Board Member Lisinicchia. Motion passed 4-0.

Commissioner Paul updated the Board: **18 Whitestone.** The owners have not contacted Commissioner Paul about the corrective measures for compliance. Commissioner Paul recommends moving forward with demolition bid opening. Board Member Lisinicchia made a motion to open the bids for demolition on this property, seconded by Board Member Bonbrake. Motion passed 4-0.

Commissioner Paul opened bids for **demolition for 18 Whitestone** as follows:

Amor Excavating	\$10,645.00
Zahm Excavating	\$ 9,100.00

Board Member Albertson made a motion to take the bids under advisement, seconded by Board Member Lisinicchia. Motion passed 4-0.

**ACCOUNTS PAYABLE:**

Board Member Lisinicchia moved to pay the bills as presented, seconded by Board Member Albertson. Motion passed 4-0. Documentation signed.

**ADJOURNMENT:**

Board Member Lisinicchia moved to adjourn, seconded by Board Member Bonbrake. Motion passed 4-0. Meeting adjourned.

APPROVED BOARD OF PUBLIC WORKS &  
SAFETY, City of Huntington, Indiana

By \_\_\_\_\_ as Mayor and  
Richard Strick Member

By \_\_\_\_\_ as Member  
Danielle Albertson

By \_\_\_\_\_ as Member  
Megan Bonbrake

By \_\_\_\_\_ as Member  
Anthony Lisinicchia

ATTEST:  
\_\_\_\_\_  
Christi McElhaney as Clerk-Treasurer

*A signed copy of these approved minutes is available by request in the City Clerk-Treasurer's Office at 300 Cherry St., Huntington, IN 46750.*