

BOARD OF PUBLIC WORKS & SAFETY
JANUARY 21, 2010
1:00 P.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Thursday, January 21, 2010 at 1:00 P.M. in the Council Chambers at City Hall. Mayor Ernest B. Wiggins presided and the following persons were noted as present or absent:

PRESENT: Board members Charles Smith, Joseph Thallemer and Mayor Wiggins. Also present Clerk-Treasurer Elaine Call, City Attorney Michael Valentine, WWTP Utility Manager Brian Davison, Fire Chief Mike Rice, City Planner Jeremy Skinner, Park Superintendent Jon Garber, Police Chief Scott Whitaker, H/R Director Jennifer Whitaker, Cemetery Sexton Hal Heagy, Park Activity Director Staci Young, Libby Tom, representative from the Warsaw Housing Authority, Stacey Page from News with Stacey Page, and a reporter with the Warsaw Times Union.

ABSENT: None.

The meeting was called to order by Mayor Wiggins, followed by the Pledge of Allegiance.

MINUTES –

The minutes from the January 8, 2010 Regular Session were presented for approval. Mayor Wiggins made a motion to accept the minutes as presented, seconded by Smith, motion carried by unanimous vote.

NEW BUSINESS –

WARSAW HOUSING AUTHORITY – NOTICE OF FORCLOSURE –

Libby Tom from the Warsaw Housing Authority appeared before the Board with a “Complaint on Note and to Foreclose Mortgage” Notice, regarding Diana Snell A/K/A Diana Gloria Snell. Ms. Tom provided the City Attorney with documentation concerning the foreclosure notice. The City holds a 1st and 2nd mortgage on the property, more specifically set forth within the Notice. Discussion followed. Motion was made by Smith to have the City Attorney answer the suit on behalf of the Cities interest in the property, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes).

INDIANA AMERICAN WATER SHOREWELL LEASE –

Indiana American Water sent a letter of “Termination of Lease” with the City on a lease of land from the City on a contract that was first entered into on March 13, 1950, referred to as the “Shore-Well Lease”. The rental rate for the lease was \$100 per year. Effective December 15, 2009 , this lease is terminated.

PARK CONTRACTS –

Park Activity Director Staci Young requested approval of following activity contracts:

- (1) Our Fathers House x four (4) contracts – totaling \$3,025.
- (2) Jarrod Humbarger x two (2) contracts - \$400.

Motion made by Board Member Smith to approve the contracts, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes).

FAST CAB/AA /TAXI CAB PERMITS –

David and Holly Cesaretti, owners of AA Taxi and Fast Cab, presented for approval applications for four (4) taxicab permits for Fast Cab and two (2) permits for AA Taxi. Police Chief Scott Whitaker stated the taxis passed inspection and the Police Department was recommending approval of the permits. Motion was made by Board member Smith to approve the permits for AA Taxi and the permits for Fast Cab as set forth within the applications, seconded by Mayor Wiggins, motion carried by unanimous vote. (Copies attached to minutes).

WARSAW VOLUNTEER FIRE AGREEMENT –

Discussion was held regarding a contract between the City Fire Territory and the Warsaw Volunteer Fire Department. Motion was made by Mayor Wiggins to table this request, seconded by Board member Smith, carried by unanimous vote.

CEMETERY BUILDING ADDITION COMPLETED –

Cemetery Sexton Hal Heagy reported that the addition to the Cemetery Building by Jones Custom Renovation LLC has been completed. He reported he was very happy with the work done by Jones and final payment will be made.

APPLICATION FOR LARE GRANT/PARK –

Park Superintendent Jon Garber requested approval to apply for a LARE (Land and River Enhancement) Grant from the Indiana Department of Natural Resources, Division of Soil Conservation. This grant would be for the Engineering, Implementation and Construction stage in the Park's effort toward shoreline stabilization at Center Lake. He estimated the cost of the project to be \$110,960 with City match of 25%. Motion made by Board member Thallemer to approve the grant application, seconded by Smith, carried by unanimous vote. The Board will have the option of accepting the award should the IDNR approve the grant, at that time the matching portion will be discussed. (Copy attached to minutes).

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker presented for approval lists of four (4) payroll changes as follows:

- (1) Steve Adang– Police Department – Lieutenant Position.
- (2) Lynne LaFollette – Police Department – P/T Typist to P/T Admin. Asst.
- (3) Mike Brubaker – Fire/promotion to Captain.
- (4) Aaron Bolinger – Fire/promotion to Captain.

Discussion was held on filling an administrative assistant position that has never been filled in the past. The position is in the salary ordinance, but the discussion was held as to whether this goes against the hiring freeze. Following discussion, motion was made by Mayor Wiggins to approve the new position and rate of pay for Lynne LaFollette, seconded by Thallemer, carried by unanimous vote. Motion was made by Smith to approve all other payroll changes, seconded by Thallemer, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS –

A list setting forth seven (7) travel requests: David Vercauteren, Derek Shilling (x two (2) trips), Aaron Bolinger, Fire Chief Mike Rice from the Fire Department, and Scott Whitaker and Steve Adang from the Police Department. Motion made by Mayor Wiggins to approve all travel requests, seconded by Board member Smith, carried by unanimous vote. (Travel form attached to minutes).

SPECIAL CLAIMS –

Clerk's office submitted a listing of claims for approval of payment. The claims total \$545,012.00. Motion was made by Board member Thallemer to approve the claims for payment, seconded by Board member Smith, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS–

The following claim docket was presented for approval.

Regular Docket - \$1,524,024.62.

Motion made by Mayor Wiggins to approve the claim for payment, seconded by Board member Thallemer, motion carried by unanimous vote.

INDOT/PAVING /ARRA STIMULUS FUNDING/CHANGE ORDER #2 –

City Planner Jeremy Skinner presented for approval Change Order #2, Epoxy Pavement Markings, as a part of the INDOT Project Coordination Contract. Change Order #2 is a \$280 increase. Phend & Brown is the contractor. The State of Indiana INDOT is paying all the construction contracts through the American Recovery and Reinvestment Act of 2009 Funding (Stimulus monies). Motion made by Board member Thallemer to approve the change order, seconded by Board member Smith, carried by unanimous vote.

ADJOURN –

There being no further business to come before the Board by a motion duly made and seconded, the meeting was adjourned.

ATTEST:

Elaine Call, Clerk-Treasurer