

BOARD OF PUBLIC WORKS & SAFETY
FEBRUARY 20, 2009
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, February 20, 2009 at 10:30 A.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 Joe Thallemer and Mayor Ernest Wiggins. Also present Clerk-Treasurer Elaine Call, City Attorney Michael Valentine, WWTP Utility Manager Brian Davison, Police Chief Perry Hunter, Police Captain Scott Whitaker, Police Officer Kip Shuter, Fire Chief Mike Rice, Fire Marshal Mike Wilson, Park Activity Director Janelle Wilson, Assistant Fire Chief Robert Barker, Human Resource Director Jennifer Whitaker, and Warsaw Times Union reporter Jennifer Peryam.

ABSENT: Board Member Charles Smith.

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

MINUTES –

The minutes from the February 6, 2009 Regular Session were presented for approval. Board Member Thallemer made a motion to accept the minutes as presented, seconded by Mayor Wiggins, motion carried by unanimous vote.

NEW BUSINESS –

FAST CAB/AA /TAXI CAB PERMITS –

AA Taxi presented applications for one (1) taxicab permit and Fast Cab submitted applications for four (4) permits. Police Captain Perry Hunter stated that all vehicles passed inspection and the Police Department was recommending approval of the permits. Motion was made by Mayor Wiggins to approve the permit for AATaxi and permits for Fast Cab as set forth within the applications, seconded by Thallemer, motion carried by unanimous vote. (Copies attached to minutes)

PARK ACTIVITY CONTRACTS –

Park Activity Director Janelle Wilson presented the following 2009 Event Contracts:

1. Intrepid Artists Inc. – Blues Entertainment.
2. Roomful of Blues – Blues Entertainment.
3. Pro Audio Services – (4) contracts.
 - a. Classic Rock.
 - b. Blues and BBQ's.
 - c. Country.
 - d. Celebracion Latina.

Motion made by Thallemer to approve the Park contracts, seconded by Mayor Wiggins, motion carried by unanimous vote. (Documentation attached to minutes).

ACS FIREHOUSE SOLUTIONS/FIRE DEPARTMENT –

An agreement with ACS Firehouse Solutions, formerly Visionary, for software support at a yearly amount of \$1,570.00 was presented for approval. Motion made by Mayor Wiggins to approve the agreement, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

POLICE/GRANT APPLICATION REQUEST –

Police Captain Perry Hunter requested permission to submit application for a Victims Of Crime Act (VOCA) Grant through the Indiana Criminal Justice Institute in the amount of \$50,254 with a 20% match requirement. This is a continuation of a grant approved in the past. Motion made by Board Member Thallemer to approve the application, seconded by Mayor Wiggins, motion carried by unanimous vote. (Letter attached to minutes).

EMBARQ DSL SERVICE/WWTP –

WWTP Utility Manager Brian Davison requested approval of a verbal contract for DSL Internet Service with Embarq at a month amount of \$39.95. This is a two year agreement. Motion made by Mayor Wiggins to approve the contract, seconded by Thallemer, carried by unanimous vote. (Worksheet attached to minutes).

CENTENIAL WIRELESS/ADDITION OF PHONE AT WWTP –

WWTP Utility Manager Brian Davison requested approval of the addition of a Cell Phone for Assistant Maintenance Supervisor Gerry Moser with Centennial Wireless at a cost of \$14.30 per month and a \$20 one time activation fee. Motion made by Thallemer to approve the request as presented, seconded by Mayor Wiggins, carried by unanimous vote. (Copy of Worksheet attached to minutes).

WWTP CONTRACT #15/CSO/APPLICATION FOR PAYMENT #1/G & G HAULING –

WWTP Utility Manager Brian Davison requested approval of Application for Payment #1 from G & G Hauling & Exc. Inc. on Contract #15/CSO. The payment request is for \$75,327.08. Motion made by Thallemer to approve the payment, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

WWTP CONTRACT #16/LAB BUILDING/APPLICATION FOR PAYMENT #2/GERIG-OTTENWELLER CONTRACTING –

WWTP Utility Manager Brian Davison requested approval of Application for Payment #2 from Gerig-Ottenweller Contracting on Contract #16/Lab Building. The payment request is for \$109,980. Clerk-Treasurer Call stated that the Application does not show the change order and the Contract Sum is incorrect. However, this does not change the current payment due. Motion made by Mayor Wiggins to approve the payment, subject to receiving a corrected application for payment, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

ARGONNE ROAD/ PARKER STREET PROJECT/CERTIFICATION TO INDOT AND ADDITIONAL AWARD ON GRANT –

City Planner Jeremy Skinner reported that a compliance letter from the City of Warsaw was set to Indiana Department of Transportation (INDOT), certifying with exceptions that all parcels within the limits of the Argonne Road/Parker Street Project, have been acquired and the right-of-way is clear for the contract letting, with the exception of the parcel occupied by Walgreen's Pharmacy located on the southwest corner of the Argonne Road/Center Street/Parker Street intersection. He also provided a letter from INDOT awarding the City an additional \$875,000 in Federal Highway Administration Group III funds for the Argonne Rd, Parker Street Project. He requested acceptance of the new award. Motion made by Mayor Wiggins to accept the additional grant funds, seconded by Thallemer, carried by unanimous vote. (Copies of letters attached to minutes).

INDOT PROJECT COORDINATION CONTRACT –

City Planner Jeremy Skinner requested approval of the contract with INDOT – Local Public Agency (City of Warsaw) Project Coordination Contract for the Argonne Road/Parker Street Project. He reported that INDOT will let the construction bid on the project and contract sets forth all the terms and conditions for funding. He stated the City will need to appropriate approximately \$400,000 toward the match. Motion made by Mayor Wiggins to approve the contract with INDOT, seconded by Thallemer, carried by unanimous vote. (Copy of contract attached to minutes).

USI/ENGINEERING TECHNOLOGIES/ENGINEERING SERVICES/ARGONNE ROAD/PARKER STREET PROJECT –

City Planner Jeremy Skinner requested approval of a contract with Engineering Technologies, Inc. for construction engineering on the Argonne Road/Parker Street Project in the amount of \$399,988.79. Motion made by Mayor Wiggins to approve the contract, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

WILDMAN UNIFORM CONTRACT/RUG RENTALS CITY HALL –

City Clerk-Treasurer Call requested approval of a contract with Wildman Uniform for rug rental at City Hall. Discussion followed. Motion was made by Thallemer to table this item of business and negotiate a one year agreement instead of a three year agreement, seconded by Mayor Wiggins, carried by unanimous vote.

FORT DEARBORN LIFE/EMPLOYEE INSURANCE –

Human Resource Director Jennifer Whitaker requested approval of changing the Insurance Company for Life, AD & D and Long Term Disability coverage for employees to Fort Dearborn Life effective March 1, 2009. She reported that the current carrier Principal Financial Group raised the premium charges and Tony Frazzetta, our local agent, recommended we contract with Fort Dearborn Life. Motion made by Thallemer to change carrier as recommended, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

TRAVEL REQUESTS –

A list setting forth Nine (9) travel requests (Firemen Mike Rice, Boyd Brubaker, Rob Barker, & Police Officers Greg Oberlin, Allen Danko, Perry Hunter, Tony Faucett, Joe Stanley, Duane Griner) were submitted for approval. Motion made by Board member Thallemer to approve all travel requests, seconded by Mayor Wiggins, carried by unanimous vote. (Info attached to minutes).

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker provided for approval three (3) employee payroll changes, more specifically set forth on the list. (Police Employees/Eric Coburn – Timothy Whitright – Brian Hupp). Also submitted was a letter from the Police Chief Perry Hunter advising and requesting acceptance of a two (2) day suspension on Police Officer Eric Coburn. Motion made by Mayor Wiggins to approve the payroll changes and suspension, seconded by Thallemer, and carried by unanimous vote. (List and letter attached to minutes).

SPECIAL CLAIMS –

Clerk's office submitted a listing of special claims for approval of payment totaling \$234,117.84. Motion was made by Mayor Wiggins to approve the special claims subject to the Gerig-Ottenweller billing correction, seconded by Thallemer, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS–

The following claim dockets were presented for approval.

Regular Docket - \$3,807,281.15.

Motion made by Mayor Wiggins to approve all claims for payment, seconded by Thallemer, motion carried by unanimous vote.

AMENDMENT TO CITY ATTORNEY CONTRACT –

Michael Valentine submitted an amendment to his agreement for legal services due to the additional work required with the establishment of the Fire Territory. Motion made by Thallemer to approve the amendment, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

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