

BOARD OF PUBLIC WORKS & SAFETY
MARCH 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, March 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, Charles Smith and Mayor Ernest Wiggins. Also present Clerk-Treasurer Elaine Call, City Attorney Michael Valentine, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, WWTP Utility Manager Brian Davison, Police Chief Perry Hunter, Police Captain Scott Whitaker, City Fire Chief Mike Rice, Human Resource Director Jennifer Whitaker, Councilman Kyle Babcock, and Warsaw Times Union reporter Jennifer Peryam.

ABSENT: None.

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

MINUTES –

The minutes from the March 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 –

SALT BIDS OPENING –

The following Salt Bids were received and opened.

- (1) Morton - \$87.07 per ton.
- (2) Detroit Salt – Declined to bid.
- (3) North American Salt Co. - \$76.11 per ton.
- (4) Cargill Salt Co. - \$64.28 per ton.

Mayor Wiggins stated the bids will be taken under advisement and awarded at a later date. (Copy of bids attached to minutes).

He also reported that the State of Indiana has a new program of allowing cities and towns to participate in the State Salt Bidding process. He stated the Street Department is keeping a close tab on if this will be a better way to go.

HARLEY DAVIDSON LEASE/POLICE –

The Police Department submitted a lease agreement with Harley Davidson of Valparaiso, for a one year lease of a Harley Davidson Motorcycle for a fee of \$2,000. Motion made by Smith to approve the lease, seconded by Thallemer, carried by unanimous vote.

FIRE STATION EXHAUST SYSTEM QUOTES –

Fire Chief Mike Rice presented three (3) quotes from vendors for the purchase of exhaust systems for both stations. This purchase will be in conjunction with a FEMA Grant. The quotes are as follows and more specifically set forth within the documentation.

- (1) Mercury Mechanical, Farmington, MI - \$106,588.
- (2) Hasting Air Energy Control, Lake Bluff, IL - \$67,492.
- (3) Air Cleaning Specialists, Indianapolis, IN. \$67,500.

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

ST. RD 15 SEWER EXTENSION/CONTRACT #13-A/PAY CHANGE ORDER #1 –

Selge Construction Co. submitted for approval Change Order #1 on the Warsaw Wastewater Utility Extension State Rd 15 Contract #13 Phase A in the amount of \$17,995.50. Motion made by Mayor Wiggins to approve the Change Order, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

WWTP/ST. RD 15 SEWER EXTENSION/CONTRACT #13-A/PAY APPLICATION #3 –

Selge Construction Co. submitted for approval Pay Application #3 on the State Rd 15 Contract #13 Phase A in the amount of \$62,183.02. Jones & Henry Engineers reviewed the pay application and recommended approval of payment. Motion made by Smith to approve the payment, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

WTP CONTRACT #15/CSO/APPLICATION FOR PAYMENT #2/G & G HAULING –

WWTP Utility Manager Brian Davison requested approval of Application for Payment #2 from G & G Hauling & Exc. Inc. on Contract #15/CSO. The payment request is for \$71,072.14. Motion made by Thallemer to approve the payment, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

WWTP CONTRACT #16/LAB BUILDING/APPLICATION FOR PAYMENT #3/GERIG-OTTENWELLER CONTRACTING –

WWTP Utility Manager Brian Davison requested approval of Application for Payment #3 from Gerig-Ottenweller Contracting on Contract #16/Lab Building. The payment request is for \$77,246.35. Motion made by Thallemer to approve the payment, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

FARMERS STATE BANK CASH MANAGEMENT AND DISCLOSURE STATEMENT AGREEMENT –

Clerk-Treasurer Elaine Call presented for approval agreements between the City and Farmers State Bank for management of (2) City Checking Accounts, more specifically set forth within the agreements. Motion made by Mayor Wiggins to approve the agreements, seconded by Thallemer, carried by unanimous vote.

TECHNICAL DIFFERENCE/COMPUTER PROGRAM SUPPORT/H/R –

Human Resource Director Jennifer Whitaker submitted an agreement with Technical Difference, Inc. for computer program support. Annual fee set forth is \$903.63. Motion made by Smith to approve the agreement, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker provided for approval Nineteen (19) employee payroll changes and new hires, more specifically set forth on the list. (Police Employees/Jonathan Rice-Phillip Reed & Joseph Klaehn - Park employees x 12 - Street/Thames Malcolm &Spenser Holderman - Airport/James Whitaker). Motion made by Smith to approve the payroll changes and new hires, seconded by Mayor Wiggins, and carried by unanimous vote. (List attached to minutes). Human Resource Director Jennifer Whitaker requested approval to move forward with the hiring a new full-time employee for the Cemetery. Motion made by Mayor Wiggins to approve this request, seconded by Smith, carried by unanimous vote.

TRAVEL REQUESTS –

A list setting forth six (6) travel requests (Police Officers Allen Danko, Clay Layne, Mike Cox and Kip Shuter x 2 – Mayor’s Secretary Michelle Bormet) were submitted for approval. Motion made by Mayor Wiggins to approve all travel requests, seconded by Smith, carried by unanimous vote. (Info attached to minutes).

SPECIAL CLAIMS –

Clerk’s office submitted a listing of special claims for approval of payment totaling \$234,049.76. Motion was made by Mayor Wiggins to approve the special claims for payment, seconded by Thallemer, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS–

The following claim dockets were presented for approval.

Regular Docket - \$1,059,493.70.

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

SIGNATURE TREE COMPANY/PARK–

The Park Department submitted an agreement with Signature Tree Company. This agreement is for spraying of the Maple trees at Center Lake and Pike Lake. Discussion followed. The cost for

this service is \$3,840.00. Motion made by Smith to approve the agreement, seconded by Thallemer, carried by two (2) ayes to one (1) abstention. (Copy of contract attached to minutes). Mayor Wiggins noted that he has a client relationship with this company and abstained.

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