

BOARD OF PUBLIC WORKS & SAFETY

June 22, 2009

3:30 P.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Monday, June 22, 2009 at 3:30 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 and Mayor Ernest B. Wiggins. Also present Clerk-Treasurer Elaine Call, City Attorney Michael Valentine, Park Superintendent Jon Garber, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, WWTP Utility Manager Brian Davison, Fire Chief Mike Rice, Police Chief Perry Hunter, Police Captain Scott Whitaker, Police Officers Kip Shuter and Brett Richardson, Park Activity Director Staci Young, H R Director Jennifer Whitaker, and Warsaw Times Union reporter Jennifer Peryam.

ABSENT: Board member Joe Thallemer.

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

MINUTES –

The minutes from the June 5, 2009 Regular Session were presented for approval. Board member Smith made a motion to accept the minutes as presented, seconded by Mayor Wiggins, motion carried by unanimous vote.

BULLETPROOF VEST PROGRAM GRANT APPLICATION/POLICE –

The Police Department requested permission to apply for a grant through the Bureau of Justice Assistance – Bulletproof Vest Program. The grant pays 50% of the total costs. Motion made by Smith to approve the application, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

CENTENNIAL WIRELESS SERVICE & EQUIPMENT CONTRACT/POLICE –

Police Officer Brett Richardson requested permission to enter into a 24 month contract with Centennial Wireless for cellular data cards for the patrol vehicles. He explained that they need 25 lines to equip all of vehicles. The contract price per month is \$749.75. Motion made by Mayor Wiggins to approve the contract, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

EXHAUST SYSTEM/HASTINGS AIR ENERGY CONTROL AMENDMENT TO ORIGINAL CONTRACT/FIRE –

Fire Chief Mike Rice presented for approval an amendment to their original contract for the exhaust system at both fire stations. A design error occurred, which now requires additional materials causing an increase in the contract of \$4,509.00. Motion made by Smith to approve the amendment as presented, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

PURDUE UNIVERSITY MUSIC DEPARTMENT/PARK CONTRACT –

Park Activity Director Staci Young presented for approval an agreement with Purdue University Music Department for entertainment at the Friday Night Performing Arts Series at the cost of \$833. Motion made by Mayor Wiggins to approve the agreement, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

WARSAW COMMUNITY SCHOOLS/RAIN RELOCATION AGREEMENT/AND STAGEHAND CONTRACTS/PARK –

Park Activity Director Staci Young presented for approval an agreement with the Warsaw Community School Corporation for the use of Lakeview Middle School as a rain location for the FEPAS Concerts and Blues & BBQ Concerts. The cost of each relocation is \$400. Also presented were contracts with Dustin Habegger and Ron Young to be engaged as stagehands for the Blues, Country & Celebracion Latina Events. Motion was made by Smith to approve all contracts, seconded by Mayor Wiggins, carried by unanimous vote. (Copies attached to minutes).

YMCA RENEWAL AGREEMENT –

The YMCA provided a list of employees actively participating as YMCA members. They also submitted a letter setting forth annual dues of \$300.00. Motion made by Smith to approve another year's participation in the YMCA, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

NEW JOB DESCRIPTION –

The following new "Job Description" was presented for approval.

(1) Storm Water Coordinator.

Motion made by Mayor Wiggins to approve the job descriptions, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

TRAVEL REQUESTS –

A list setting forth three (3) travel requests: Mike Rice - Fire Department; David Morales and Mike Cox Police Department were submitted for approval. Motion made by Smith 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 one (1) new hire for the Police Department – Paul Heaton. Motion made by Mayor Wiggins to approve the new hire, seconded by Smith, carried by unanimous vote. (List attached to minutes).

SPECIAL CLAIMS –

Clerk's office submitted a listing of special claims for approval of payment totaling \$595,011.18. Motion was made by Smith to approve the claims for payment, seconded by Mayor Wiggins, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS–

The following claim dockets were presented for approval.

Regular Docket - \$2,615,814.65.

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

TRUCK PURCHASES/STREET DEPARTMENT –

Superintendent of Public Works Lacy Francis reported that the Board on June 5, 2009 allowed him to purchase one (1) ¾ ton pick-up truck with crane and three (3) new 1 ton cab/chassis with dump bodies and plows through low bid from Rice Ford. Since then, the City missed the order date to purchase 2009 trucks and Mr. Francis had to go out for other quotes on 2010 vehicles. Based on the pricing, he recommended the award go to Rice Ford and W.A. Jones. Motion made by Mayor Wiggins to accept his recommendations, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

VEHICLE PURCHASE/BUILDING & PLAN DEPARTMENT –

City Planner Jeremy Skinner requested permission to solicit quotes to replace one of the vehicles at the Building & Plan Department. He stated he would be trading in a 2000 Jeep. Motion made by Mayor Wiggins to allow Mr. Skinner go out for quotes, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

SALE OF PROPERTY/MENARDS & HERMANN –

City Attorney Michael Valentine reported that the City will be moving forward with the closings of the tracts of land as authorized by the Board at their meeting held on June 5, 2009. The buyers are Menards and Dale and Joan Hermann. Motion was made by Smith to move forward with the sale of property, seconded by Mayor Wiggins, 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