

BOARD OF PUBLIC WORKS & SAFETY

July 2, 2009

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Thursday, July 2, 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 B. Wiggins. Also present Clerk-Treasurer Elaine Call, City Attorney Michael Valentine, Park Activity Director Staci Young, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, WWTP Utility Manager Brian Davison, Fire Chief Michael Rice, Police Chief Perry Hunter, Police Captain Scott Whitaker, WCDC Director Cindy Dobbins, H R Director Jennifer Whitaker, Tom Payne with Border Energy, 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 June 22, 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 a vote of two (2) Ayes to one (1) abstention. Board member Joe Thallemer abstained.

**NEW BUSINESS**

**BORDER ENERGY-**

Mr. Tom Payne from Border Energy presented a gas sales agreement for approval. He proceeded to explain that Border Energy is an alternative gas provider for the City. He stated that NIPSCO would still bill the City for the gas, but at Borders price. This is a one year agreement. Discussion followed. Motion was made by Smith to table this decision and allow more time to study the agreement, seconded by Thallemer, carried by unanimous vote.

**WCDC DOWNTOWN DAYS EVENT –**

WCDC Director Cindy Dobbins requested the City approve the blocking of streets as set forth on the diagram provided, for the Downtown Days Event scheduled for August 8<sup>th</sup>. Motion made by Smith to approve the request, seconded by Thallemer, carried by unanimous vote. (Documentation attached).

**TEMPORARY TRUCK ROUTE/TRAFFIC COMMISSION RECOMMENDATION –**

Superintendent of Public Works Lacy Francis reported that it was the Traffic Commission's recommendation to establish a temporary truck route during Phase 1 of the Argonne Road and Parker Street Project. The project will close portions of Argonne Road and Jefferson Street, which is the City's truck route on the east side. To bypass the construction the temporary route will be Center Street and Bronson Street as set forth on the diagram provided. Motion made by Mayor Wiggins to approve the temporary route, seconded by Thallemer, carried by unanimous vote. (Documentation attached to minutes).

**RAMADA PLAZA HOTEL GUEST ROOM CONTRACT –**

Park Activity Director Staci Young presented for approval a Guest Room Contract with Ramada Plaza Hotel for accommodations for performers and sound production crew members as required by contract. The total cost for the rooms will be \$219.00. Motion made by Thallemer to approve the contract, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

**WWTP CONTRACT #15/CSO/APPLICATION FOR PAYMENT #5/G & G HAULING –**

WWTP Utility Manager Brian Davison requested approval of Application for Payment #5 from G & G Hauling & Exc. Inc. on Contract #15/CSO. The payment request is for \$55,676.78. Motion made by Smith to approve the payment request, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

**WWTP CONTRACT #16/LAB BUILDING/ PAYAPPLICATION #6/GERIG-OTTENWELLER CONTRACTING –**

WWTP Utility Manager Brian Davison requested approval of Application for Payment #6 from Gerig-Ottenweller Contracting on Contract #16/Lab Building. The payment request is for \$196,955. Motion made by Smith to approve the payment, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes). (No more escrow payments/escrow at max).

**VEHICLE PURCHASE/BUILDING & PLAN DEPARTMENT –**

City Planner Jeremy Skinner provided 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 Thallemer to purchase the vehicle from N & J, who submitted the low quote of \$22,500 for a 2007 Jeep/trade-in allowance of \$5,000, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

**NEW HIRES/REHIRES/CHANGES –**

Human Resource Director Jennifer Whitaker provided for approval one (1) new hire – Jeffrey Ticknor/Police Officer and three (3) Employee probation increases/ Nancy Hobbs, Carol Raisler, Ryan Petty, more specifically set forth on the lists attached to minutes. Motion made by Thallemer to approve as presented, seconded by Smith, carried by unanimous vote. (List attached to minutes).

**TRAVEL REQUESTS –**

A list setting forth two (2) travel requests: Ryan Petty & Tim Whitright - Police Department, were submitted for approval. Also submitted was an amendment to Brian Davison & Larry Hyden travel request submitted to the BOW on April 3, 2009, allowing them to spend the night in Indy before their flight to Eugene, Oregon. Motion made by Thallemer to approve all travel requests and the amendment, 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 \$1,344,154.67. Motion was made by Smith to approve the 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 - \$193,837.09.

Pension Docket - \$49,454.61.

EOM Docket - \$5,345,096.60

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

**WWTP /J. KROTKE AUTHORITY TO SIGN DOCUMENTS –**

WWTP Utility Manager Brian Davison reported that he will be out of town from July 6<sup>th</sup> through July 10<sup>th</sup> and requested Assistant Operations Manager Jeff Krotke be approved to sign claims. Motion made by Thallemer to approve the request, seconded by Smith, carried by unanimous vote. (Letter attached to minutes).

**CENTENNIAL WIRELESS SERVICE & EQUIPMENT CONTRACT/POLICE –**

Centennial Wireless provided their 24- month contract for cellular data cards for patrol vehicles. This is for 25 lines to equip all vehicles. The contract price per month is \$749.75. The contract was already approved. This is the contract that needs executed.

**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**