

BOARD OF PUBLIC WORKS & SAFETY

September 4, 2009

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, September 4, 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 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, Fire Chief Mike Rice, Park Activity Director Staci Young, H/R Director Jennifer Whitaker, Chief Perry Hunter, Police Captain Scott Whitaker, Police Officer Bret Richardson, Police Officer Kip Shuter, Police Officer Brian Martin, Police Officer Tony Faucett and his wife Lori Faucett, Attorneys Richard Beers and Attorney Dan Leininger of law firm Beers, Mallers, Backs & Salin, Councilman Kyle Babcock, local residents Steve and Judy Brown, Emily Cowart from News with Stacey Page.com, Warsaw Times Union reporter Jennifer Peryam and Jen Gibson from the Times Union.

**ABSENT:** None.

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

**MINUTES –**

The minutes from the August 21, 2009 Regular Session were presented for approval. Board member Smith made a motion to accept the minutes as presented, seconded by Thallemer, motion carried by unanimous vote.

**NEW BUSINESS –**

**UMBAUGH ACCOUNTING SERVICE AGREEMENT/WWTP –**

WWTP Utility Manager Brian Davison requested approval of an “Accounting Service Agreement” with H.J. Umbaugh & Associates to provide the calculation of the estimated financial impact of upgrading plant #1 versus the closing of plant #1 at an estimated range of \$4,500. Motion made by Smith to approve the agreement, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

**UMBAUGH ACCOUNTING SERVICE AGREEMENT/WWTP –**

WWTP Utility Manager Brian Davison also presented an agreement with H.J. Umbaugh & Associates to assist the City with the calculation and implementation of the initial Stormwater User Fee at a contract amount of \$10,000. Motion made by Thallemer to approve the agreement, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

**LINKO DATA SYSTEMS MAINTENANCE CONTRACT/WWTP –**

WWTP Utility Manager Brian Davison submitted for approval a one year agreement with Linko Data Systems, Inc., for software support and maintenance for Linko CTS and Linko FOG software. The fee is \$1,100, more specifically set forth within the documentation. Motion made by Smith to approve the verbal agreement, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached).

**ENERGY SHIELD INC./SPRAYFOAM INSULATION FOR DIGESTER TANKS –**

WWTP Utility Manager Brian Davison requested acceptance of a quote from Energy Shield, Inc. for Sprayfoam Insulation on the two (2) digester tanks at a cost of \$36,000, more specifically set forth within the quote. Motion made by Thallemer to accept the quote, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

**DAVIS CORPORATION TRAINING AGREEMENT/POLICE –**

Police Chief Perry Hunter requested approval of an agreement with Dottie L. Davis, Davis Corporation Training Corporation for training of officers at a cost of \$2,150.00. Motion made by Smith to approve the agreement, seconded by Thallemer, carried by unanimous vote. (Copy of contract worksheet attached to minutes).

**PURCHASE OF TRAILER FOR DARE/ELLIOTT'S CARS & CARTS/POLICE –**

Police Chief Perry Hunter requested permission to purchase a Box Trailer for DARE from Elliott's Cars & Carts at a purchase price of \$1,500. Motion made by Mayor Wiggins to approve the purchase, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

**INTER-LOCAL AGREEMENT/KOSCIUSKO COUNTY/CELLULAR DATA ACCESS/POLICE –**

Police Officer Brett Richardson requested approval of an agreement with Kosciusko County who has purchased computer equipment/software to provide remote CISCO data access and functionality for other agencies law enforcement vehicles at \$100 per law enforcement vehicle. Officer Richardson reported that this is part of the switch over from the radio modem based mobile data terminals to the cellular data system. The fee charged by the County is to offset their maintenance cost of the new system. Motion made by Smith to approve the agreement, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

**PARK GRANT/COMMUNITY FOUNDATION OF ST. JOSEPH COUNTY –**

Park Activity Director Staci Young advised the Board that the Community Foundation of St. Joseph County, a division of the Indiana Arts Council, awarded a grant in the amount of \$2,604.00. These monies will be used to support the Friday Evening Concerts and Celebracion Latina. The grant requires a 50% matching grant. A revised budget was also submitted for approval. Motion made by Smith to accept the grant and revised budget, seconded by Mayor Wiggins, carried by unanimous vote. (Copy of letter attached to minutes).

**R.W. BASSETT & ASSOCIATES/CONSULTING SERVICE/FIRE –**

Fire Chief Mike Rice presented for approval a consulting agreement with R.W. Bassett & Associates to perform an ISO Rating Study. The City would agree to pay \$1,000 for these services. Motion made by Smith to approve the agreement, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

**1<sup>ST</sup> SOURCE BANK AGREEMENT –**

Clerk-Treasurer Call presented an agreement with 1<sup>st</sup> Source Bank for on-line banking services at no cost to the City. Motion made by Thallemer to approve the agreement, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

**POLICE OFFICERS RESIGN –**

Police Chief Perry Hunter reported and requested acceptance of resignations received from Police Officers Brian Martin and Joe Stanley. Motion made by Mayor Wiggins to accept the resignations, seconded by Smith, carried by unanimous vote.

**POLICE OFFICER TONY FAUCETT/CHARGES FILED –**

Police Chief Perry Hunter filed with the Board charges against Officer Tony Faucett so that the Board may determine as to whether or not Officer Faucett should be dismissed from the City of Warsaw Police Department. Officer Faucett was present, represented by Attorney Richard Beers and Attorney Dan Leininger of law firm Beers, Mallers, Backs & Salin. Officer Faucett requested a hearing. Motion was made by Mayor Wiggins to hold a hearing on September 30, 2009 at 8:30 A.M., seconded by Thallemer, carried by unanimous vote. (Charges attached).

**TRAVEL REQUESTS –**

A list setting forth five (5) travel requests: Firefighters Mike Brubaker and Aaron Bolinger, Street Superintendent Lacy Francis, Airport Manager David Beall and Police Officer Lee Ann Richardson were submitted for approval. Motion made by Smith to approve all travel requests, seconded by Thallemer, carried by unanimous vote. (Info. attached to minutes).

**SPECIAL CLAIMS –**

Clerk's office submitted a listing of special claims for approval of payment totaling \$118,861.55. 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 - \$189,722.22 / EOM Docket - \$952,434.29 / Pension Docket - \$49,454.61.

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

**INDOT/PROJECT COORDINATION CONTRACT/AMERICAN AND REINVESTMENT ACT OF 2009 FUNDING –**

Mayor Wiggins presented for approval a contract with the Indiana Department of Transportation (INDOT) for funding through the American Recovery and Reinvestment Act of 2009. INDOT has approved part of the City of Warsaw projects earlier submitted and set forth within Attachment A of the contract. Motion made by Thallemer to approve the contract, seconded by Smith, 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**