

BOARD OF PUBLIC WORKS & SAFETY
OCTOBER 16, 2009
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, October 16, 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 Charles Smith, Joseph Thallemer and Mayor Wiggins. Also present Clerk-Treasurer Elaine Call, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, Cemetery Sexton Hal Heagy, WWTP Utility Manager Brian Davison, Fire Chief Mike Rice, H/R Director Jennifer Whitaker, Police Chief Perry Hunter, Police Captain Scott Whitaker, Police Officer Kip Shuter, Councilman Kyle Babcock, Police Officer Ryan Petty, local resident Carol Zent, and Warsaw Times Union reporter Jennifer Peryam from the Times Union.

ABSENT: None.

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

NEW BUSINESS –

POLICE OFFICER RYAN PETTY SWORN IN –

Police Chief Perry Hunter introduced Police Officer Ryan Petty, who has successfully completed his probationary period. Mayor Wiggins administered his oath of office as an officer for the City of Warsaw. Family and friends were present to view the swearing in. (Copy of oath attached to minutes).

MINUTES –

The minutes from the October 2, 2009 Regular Session were presented for approval. Board member Thallemer made a motion to accept the minutes as presented, seconded by Smith, motion carried by unanimous vote.

NEW BUSINESS –

POLICE GRANT/BJA/BULLETPROOF VEST –

Police Officer Kip Shuter informed the Board that the Bureau of Justice Assistance officially announced that the City of Warsaw's application for the 2010- 2011 Bulletproof Vest Partnership Grant Program had been approved in the amount of \$6,952.07. The City's required match is 50%. He requested the Board accept the award. Motion made by Smith to accept the grant award, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes).

LCG/A & Z ENGINEERING PARTIAL PAYMENT –

City Planner Jeremy Skinner requested approval to pay a bill from A & Z Engineering in the amount of \$12,875.00 for contracted services on the Market Street Study/Improvements Project, also in conjunction with the Lake City Greenway Project. This is ½ of the contracted amount. Once the study is presented and reviewed, the completed contract will be submitted for full payment. Motion made by Thallemer to approve the request for ½ contract payment amount, seconded by Mayor Wiggins, carried by unanimous vote.

PARKER ST/ARGONNE RD PROJECT/CHANGE ORDER #3 –

City Planner Jeremy Skinner submitted for approval Change Order #3 to the construction contract with Phend & Brown by sub-contractor, that was submitted by INDOT in the amount of a deduct of \$650, more specifically set forth within the change order. Motion made by Smith to approve the change order, seconded by Thallemer, carried by unanimous vote. (Documentation attached to minutes).

PURCHASE OF ROLLER & TANDEM DUMP TRUCK & TRAILER/STREET –

Street Superintendent Lacy Francis requested permission to purchase a Vibratory Roller not to exceed \$32,000, a Tandem Dump Truck not to exceed \$20,000 and a Tandem Axle Dump Trailer not to exceed \$11,000. Motion made by Smith to approve the purchases, seconded by Mayor Wiggins, carried by unanimous vote. (Copy of letter attached to minutes).

SEWAGE COLLECTION/WRITE OFF –

WWTP Utility Manager Brian Davison requested permission to write off \$68.46 owed by John and Heather Wade on their monthly sewer bill due to their filing for bankruptcy as of September 21, 2009. Motion made by Smith to approve the write off, seconded by Thallemer, carried by unanimous vote. (Documentation attached to minutes).

WWTP/ST. RD 15 SEWER EXTENSION/CONTRACT #13-A/PAY AP#5/FINAL –

Selge Construction Co. submitted for approval Pay Application #5-Final on the State Rd 15 Contract #13, Phase A, in the amount of \$62,947.77. Jones & Henry Engineers reviewed the pay application and recommended approval of payment. Discussion followed. Motion made by Mayor Wiggins to approve the payment once all documentation has been received, seconded by Smith, carried by unanimous vote. (Copy attached to minutes).

WWTP CONTRACT #16/LAB BUILDING/CHANGE ORDER #3/GERIG-OTTENWELLER CONTRACTING –

WWTP Utility Manager Brian Davison submitted Change Order #3 from Gerig-Ottenweller Contracting on Contract #16/Lab Building. The change order reflects a \$4,424.00 increase. Mr. Davison reported that their paperwork was not in order. Discussion followed. Motion made by Mayor Wiggins to table this item of business, seconded by Thallemer, carried by unanimous vote. (Copy attached to minutes).

NATIONWIDE LIFE INSURANCE/STOP LOSS RENEWAL AMENDMENT –

Nationwide Life Insurance Company submitted an amendment to the current policy for Aggregate and Specific Stop Loss on the Medical Plan for City Employees. The maximum Aggregate is \$1,000,000 and the minimum Annual Aggregate is \$1,664,693. The Specific Deductible is set at \$60,000 per person. The Third Party Administrator is Dunn & Associates Benefit Administrators, Inc., Columbus, IN. Motion made by Smith to accept Nationwide as the Stop Loss Carrier, seconded by Thallemer, carried by unanimous vote.

HEALTH INSURANCE /COBRA RETIREE RATES –

Mayor Wiggins presented the 2010 COBRA Rates for board approval. The COBRA Rates were calculated at \$491.48 Single and Family at \$1,181.58. These rates are also submitted for retiree rates less the 2% administration costs. Motion made by Mayor Wiggins to approve all that was presented, seconded by Smith, carried by unanimous vote. (Copies attached to minutes).

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker provided for approval three (3) new hires for leaf season at the Street Department, Trava Buono and Darrel Miller shift changes at Wastewater Department, Police Officer Steven Rockey promotion to Lieutenant, Police Officers Jonathan Rice, Joseph Klaehn and Phillip Reed six (6) month increase, more specifically set forth on the lists attached to minutes. Motion made by Smith to approve the new hires and changes, seconded by Thallemer, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS –

A list setting forth three (3) travel requests: Police Officers David Morales, Allen Danko and Clay Layne 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 \$132,946.19 and the addition of A & Z Engineering bill in the amount of \$12,875.00. 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 DOCKET-

The following claim docket was presented for approval.

Regular Docket - \$1,214,558.34.

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

GRANT ACCEPTANCE /F.A.C.T./DANGEROUS DRIVING/DUI/BIG CITY-BIG COUNTY SEAT BELT ENFORCEMENT -

Police Captain Perry Hunter requested permission to apply for the following grants.

(1) Operation Pull Over - approximately \$12,000 City Share.

(2) DUI Taskforce - approximately \$10,000 City Share.

(3) Dangerous Driving - approximately - \$12,000 City Share.

(4) Kos. County Fatal Alcohol Crash Team (FACT) - \$15,000 City Share.

Motion made by Smith to approve the application, seconded by Mayor Wiggins, carried by unanimous vote. (Letters 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