

BOARD OF PUBLIC WORKS & SAFETY
OCTOBER 16, 2015
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, 2015 at 10:30 A.M. in the Council Chambers at City Hall. Mayor Joseph M. Thallemer presided and the following persons were noted as present or absent:

PRESENT: Board members Jeff Grose and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Superintendent of Public Works Jeff Beeler, WWTU Manager Brian Davison, firefighter Mike Brubaker, H/R Director Jennifer Whitaker, Police Chief Scott Whitaker, Police Lieutenant Kip Shuter, Park Superintendent Larry Plummer, Park Maintenance Director Shawn Gardner, Mayor's Assistant Staci Young, Aaron Lehman from Warsaw Housing Authority, police officer Rogelio A. Navarro and his family, friends, and co-workers, InkFree News reporter Deb Patterson, and Times-Union reporter David Slone.

ABSENT: Charlie Smith by reason of departure from his earthly home. He is gone and will be missed as a long standing member of the Board of Public Works and Safety.

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

MINUTES-

The minutes from the October 2, 2015 Regular Session were presented for approval. Mayor Thallemer requested "that was an optional bid for curb-side pickup versus alleyway pick-up" at the end of the second sentence under "Unfinished Business". Board member Grose made a motion to accept the minutes as presented and amended, seconded by Mayor Thallemer, motion carried by unanimous vote.

VISITORS-

POLICE OFFICER SWORN-IN/WPD-

Police Chief Scott Whitaker introduced police officer Roy Navarro. Mayor Thallemer administered the Oath of Office as a police officer for the City. (Copy of oath attached to minutes).

UNFINISHED BUSINESS-

H.J. UMBAUGH & ASSOCIATES/CASH ADVISORY SERVICES/INVESTMENTS-

An agreement between the City of Warsaw and H.J. Umbaugh & Associates for cash advisory services was presented for approval. The agreement details the services to be provided regarding management of investments. The annual fee will be 1% of all investments held in a custodial account. Motion made by Mr. Grose to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote. (Contract worksheet attached to minutes).

NEW BUSINESS-

BIDS OPENED/NEW TRUCK/PARK-

Park Superintendent Larry Plummer Jr. solicited bids for a new Chevrolet Pick-up. Bids were received from:

Lakeside Chevrolet, Warsaw - \$21,554.51

City Chevrolet, Columbia City - \$20,057.25

Shepherds Chevrolet, North Manchester - \$20,752.26

All bids include a trade-in value for a 2001 GMC ½ ton truck. After review from Mr. Plummer, a motion was made by Mr. Grose to approve the bid from Lakeside Chevrolet for \$21,554.51, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

KOSCIUSKO ECONOMIC DEVELOPMENT CORP./SUBRECIPIENT AGREEMENT-

A "Subrecipient Agreement" between the City of Warsaw, and Kosciusko Development Inc. (KEDCO), was presented for approval. This agreement is a necessary requirement in conjunction with Community Development Block Grants and workforce development. Housing Opportunities of Warsaw will be administering the grant. The terms are better described in the agreement that is in effect for two years. A new agreement will be presented for final approval when this agreement has been reviewed by the Indiana Office of Community and Rural Affairs. Motion made by Mr. Grose to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote. A four-factor analysis was also presented with the agreement for approval as well. Motion made by Mr. Grose to approve the analysis, seconded by Mayor Thallemer, carried by unanimous vote. (Copy attached to minutes).

NORTH CENTRAL CO-OP FUEL PURCHASE AGREEMENT/STREET-

Street Department Superintendent Jeff Beeler presented a fuel agreement between the City and North Central Co-Op. North Central Co-Op will provide on-road diesel fuel, off-road diesel fuel, and 91 clear octane gasoline, at prices listed in the agreement, thru October of 2016. After discussion a motion was made by Mr. Grose approving the agreement, seconded by Mayor Thallemer and carried by unanimous vote. (Information attached to minutes).

BORDEN WASTE-AWAY SERVICE, INC.

A contract between the City and Borden Waste-Away was presented for approval. Borden will furnish pick-up service for recyclables from January 1, 2016, until December 31, 2018. Motion made by Mr. Grose approving the contract, seconded by Mayor Thallemer, carried by unanimous vote. (Contract worksheet attached to minutes).

THE BOWLING ALLEY/CITY EMPLOYEE CHRISTMAS GATHERING-

An agreement was presented between the City and The Bowling Alley for a City employee gathering on Tuesday December 15th from 5:30pm-8:30pm. The agreement includes bowling as well as a buffet. Motion made by Mr. Grose approving the agreement, seconded by Mayor Thallemer, carried by unanimous vote. (Contract worksheet attached to minutes).

DEMOLITION OF VARIOUS PROPERTIES/B & P-

City Planner Jeremy Skinner presented quotes for demolition of structures at several properties:

108 N. Park Ave.:	Beer & Slabaugh, Inc.	\$ 16,480.00
	G&G Excavating	12,951.40
	Gawthrop Excavating	8,000.00
124 S. Sherman:	Beer & Slabaugh, Inc.	\$ 12,500.00
	G&G Excavating	9,655.15
	Gawthrop Excavating	4,500.00
324 N. West St.:	Beer & Slabaugh, Inc.	\$ 14,000.00
	G&G Excavating	11,961.25
	Gawthrop Excavating	4,500.00

After discussion a motion was made by Mr. Grose to accept the three quotes from Gawthrop Excavating for a total of \$17,000.00, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

MARKET STREET IMPROVMENTS PHASE 2/PAY APPLICATION #1/B&P-

Pay application #1 was presented for Phase 2 of the Market Street Improvements. VS Engineering is requesting a payment of \$467.33. Also included was LPA Invoice #1 to INDOT for Preliminary Engineering. Motion made by Mr. Grose to approve pay application #1 and LPA (PE) invoice #1, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

TRAVEL REQUESTS-

A list setting forth three (3) travel requests: WWTU-3, was submitted for approval. Motion made by Mr. Grose approving the travel requests, seconded by Mayor Thallemer, carried by unanimous vote. (Info. attached to minutes).

NEW HIRES/CHANGE IN PAYROLL REPORT/HR-

Human Resource Director Jennifer Whitaker provided for approval three (3) new hires/changes in payroll: 2-Police Department; and 1-WWTU. Motion made by Mr. Grose to approve the new hires/payroll changes, seconded by Mayor Thallemer, carried by unanimous vote. (List attached to minutes).

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$1,276,452.90

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

OTHER MATTERS-

EMERGENCY REPAIR/MARKET AND WOOD STREET-

City Engineer James Emans reported to the Board that an emergency repair of a sewage line needed to be performed on E. Market Street at Wood Street earlier this week. During the investigation of a possible blockage, it was discovered that a cavity had formed under the roadway that was large and needed to be fixed. Mr. Emans contacted NIBLOCK, who is working on Phase 1 of the Market Street improvements, who repaired the problem and will invoice the City for time and materials. Motion made by Mr. Grose to approve the emergency repair and verbal agreement with NIBLOCK, seconded by Mayor Thallemer, 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:

Lynne Christiansen, Clerk-Treasurer