

BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 19, 2015
10:00 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Thursday, November 19, 2015 at 10:00 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, George Clemens, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, Public Works Superintendent Jeff Beeler, Fire Territory Chief Mike Wilson, City Planner Jeremy Skinner, Stormwater Coordinator Theresa Sailor, City Engineer James Emans, Parks Director Larry Plummer, Jr., Parks Recreation Director Sheila Wieringa, Police Chief Scott Whitaker, H/R Director Jennifer Whitaker, Police Officer Miles Reichard and his family, friends, and co-workers, InkFree News reporter Deb Patterson, and Times-Union reporter David Slone.

ABSENT: None noted.

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

MINUTES-

The minutes from the November 6, 2015 Regular Session were presented for approval. Board member Clemens requested that the minutes be amended for the time to read 10:00 a.m. under "Reports/Oral & Written Communication". Mr. Grose made a motion to accept the minutes as presented and amended, seconded by Mr. Clemens, carried by unanimous vote.

VISITORS-

POLICE OFFICER SWORN-IN/WPD-

Police Chief Scott Whitaker introduced Police Officer Miles Reichard. Mayor Thallemer administered his Oath of Office as a Police Officer for the City. (Copy of oath attached to minutes).

REPORTS/ORAL & WRITTEN COMMUNICATION-

None presented.

UNFINISHED BUSINESS-

SHORLINE RESTORATION/STORMWATER-

An agreement between the City and Heartland Restoration Services was presented for approval. Heartland Restoration will improve 200 feet of severely eroded shoreline in Lucerne Park on Pike Lake to reduce sediment and nutrients going into the lake. A revised proposal that included a maintenance agreement and warranty was included and total cost will be \$37,500.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

SINGLE AXLE TRUCK/STREET-

Street Superintendent Jeff Beeler sought three quotes from vendors for a single axle snowplow truck. Two vendors did not respond and the only quote he received was from Hill Truck Sales. The quote they furnished was for a 2015 Freightliner Model 108SD Single Axle Snowplow Truck for \$136,241.00. Motion made by Mr. Grose to approve the quote from Hill Truck Sales, seconded by Mr. Clemens, carried by unanimous vote. (Contract worksheet attached to minutes).

NEW BUSINESS-

HASTINGS AIR-ENERGY CONTROL, INC./FIRE-

Fire Chief Mike Wilson requested permission to enter into an agreement with Hastings Air Energy Control, Inc. to re-fabricate the fire apparatus exhaust system at Station #2. The station has recently moved vehicles to different locations in the vehicle bay area for faster response and needs to update the current system. Cost of the work will be \$11,409.18. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

GRANT APPLICATION REQUEST/CENTRAL PARK CONCERT SERIES/PARK-

Parks Recreation Director Sheila Wieringa requested approval to apply for a Kosciusko County Community Foundation, Inc. Grant for \$5,480.00. This would be for the 2016 fiscal cycle in support of the Central Park Concert Series. It is a supplemental grant in addition to the 2015-2016 Indiana Arts

Commission grant. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

KOSCIUSKO COUNTY REMC OPERATION ROUND-UP GRANT/PARK-

Mrs. Wieringa requested approval to apply for a Kosciusko REMC Operation Round-Up Grant in the amount of \$1,500.00. If the funds are awarded to the City, she will use them in support of the Family Carnival event that will take place August 5, 2016. Motion made by Mr. Clemens to proceed with the grant process, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

MEMORANDUM OF UNDERSTANDING (MOU)/KOSCIUSKO LAKES AND STREAMS AT GRACE COLLEGE/STORMWATER-

Stormwater Coordinator Theresa Sailor presented a MOU between the City and Center for Lakes & Streams at Grace College to raise awareness and provide education opportunities in grades K-12 on stormwater management. The education opportunities are an MS4 requirement. Total cost of all the programs is listed at \$6,300.00. Motion was made by Mr. Grose to accept the MOU, seconded by Mr. Clemens, carried by unanimous vote. (Copy attached).

PURCHASE OF PROPERTY AT 117 & 119 E. FT. WAYNE STREET-

City Planner Jeremy Skinner presented a contract for sale of real estate for the Parks Department to purchase property located at 117 and 119 E. Ft. Wayne Street. The property is being purchased from Brian Klinger, Vicki Klinger and Lyle Butt for \$20,250.00. A request was made from the Board to amend the contract and Lyle Butt's interest to one-half. Motion made by Mr. Grose to approve the contract as amended, seconded by Mr. Clemens, carried by unanimous vote. (Contract worksheet attached to minutes).

PERMISSION TO PURCHASE LOADER-

Mr. Beeler requested permission to seek sealed bids for the purchase of a new loader to replace a 1988 Volvo L50 loader that is starting to show age. Motion made by Mr. Grose to approve the request, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

TRASH CONTAINERS PURCHASE/STREET-

Mr. Beeler requested permission to purchase approximately five thousand (5,000) trash carts (containers) from Cascade Engineering. Cascade furnished pricing through the National Joint Powers Alliance (NJPA) contract. Quotes are for sixty-four (64) gallon carts at \$33.85 each and ninety-six (96) gallon carts at \$44.90 each. Residents will be able to choose what size of cart best fits their needs. The new containers will be used with the new side-load garbage truck. Motion made by Mr. Grose to approve the purchase from Cascade Engineering, seconded by Mr. Clemens, carried by unanimous vote. (Letter attached to minutes).

SPECIAL EVENTS COORDINATOR-

An agreement between the City of Warsaw and Paula Bowman as the Special Events Coordinator for downtown events in the amount of \$666.67 per month/\$8,000.00 annually for 2016 was presented for approval. Motion made by Mr. Grose to approve the Agreement, seconded by Mr. Clemens, carried by unanimous vote. (Contract worksheet attached to minutes).

NEW HIRES/CHANGE IN PAYROLL REPORT-

HR Director Jennifer Whitaker provided for approval four (4) new hires/changes in payroll report: 2-Park; 1-Council; 1-Police. Motion made by Mr. Grose to approve the new hires/changes in payroll report, seconded by Mr. Clemens, carried by unanimous vote. (List attached to minutes).

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$3,600,435.03

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

OTHER MATTERS-

LASSUS BROTHERS OIL, INC./FUEL PURCHASE-

Police Chief Scott Whitaker presented an agreement with Lassus Brothers Oil for fuel purchase. The cost is \$1.9600 for 87 octane unleaded fuel, and diesel fuel (cetane rating of 45) will be purchased as needed at whatever the current price is at the date of purchase. 75,000 gallons of combined unleaded gasoline and diesel fuel must be purchased. This agreement is for the time period of January 1, 2017 thru December 31, 2017. An agreement for 2016 had already been approved earlier this year. This item was

walked-in and not listed on the agenda. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

MARKET STREET IMPROVMENTS PHASE 2/PAY APPLICATIONS #2 AND #3/B&P-

Pay Application #2 was presented for Phase 2 of the Market Street Improvements. VS Engineering is requesting a payment of \$3,256.91. Also included was LPA Invoice #2 to INDOT for Preliminary Engineering. Pay Application #3 for \$6,257.68 was also presented, along with LPA Invoice #3 to INDOT for Preliminary Engineering. Both LPA Vouchers to INDOT are for reimbursement from the State for the 80/20 grant. This item was walked-in and not listed on the agenda. Motion made by Mr. Grose to approve Pay Applications #2 and #3 and LPA (PE) Invoices #2 and #3, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**PAY APP #6/HUSKY TRAIL PROJECT/RIGHT-OF-WAY ACQUISITION-
PAY APPLICATION #25/HUSKY TRAIL PROJECT/BUILDING & PLAN-**

Mr. Skinner presented an invoice from A&Z Engineering requesting a payment of \$13,375.00 for Right-of-Way Acquisition Services along the Husky Trail Project for Pay Application #6. Also included was LPA Voucher #6 to INDOT requesting reimbursement from the State for the 80/20 grant. Also presented was an invoice from A&Z Engineering requesting a payment of \$9,505.00 for Pay Application #25 for work done on the Husky Trail project. Also included was LPA Voucher #25 for Preliminary Engineering costs to the Indiana Department of Transportation (INDOT), requesting 80% reimbursement. These items were walked-in and not listed on the agenda. Motion made by Mr. Clemens to approve pay applications #6 and #25, and LPA Vouchers #6 and #25, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

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