

BOARD OF PUBLIC WORKS & SAFETY  
FEBRUARY 5, 2016  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, February 5, 2016 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, George Clemens, and Mayor Thallemer. Also present, Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, WWTU Manager Brian Davison, Assistant City Planner Tom Dombrosky, Park Superintendent Larry Plummer Jr., Park Recreation Director Sheila Wieringa, Fire Chief Michael Wilson, Deputy Police Chief Bryan Sherwin, Police Lieutenant Kip Shuter, City Engineer James Emans, H/R Director Jennifer Whitaker, Jerry Frush, InkFree News reporter Deb Patterson, and Times-Union reporter David Slone.

**ABSENT:** None

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

**MINUTES-**

The minutes from the January 15, 2016 Regular Session were presented for approval. Motion was made by Mr. Grose to approve the minutes, seconded by Mr. Clemens, carried by unanimous vote.

**REPORTS/ORAL & WRITTEN COMMUNICATIONS-**

1. Police 2015 Annual Traffic Report.  
(Information attached to minutes).

**NEW BUSINESS-**

**2016 HVAC SERVICE AGREEMENT/POLICE-**

Deputy Police Chief Bryan Sherwin requested approval to enter into a HVAC service agreement with Quine Freeman Heating & Air Conditioning, for an annual amount of \$620.00, to maintain the HVAC system at the Police Department. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote. (Documentation attached to minutes).

**ERAD GROUP/POLICE-**

Deputy Chief Sherwin requested permission to enter into an agreement with ERAD Group. ERAD offers a solution to freeze and seize funds held on prepaid cards. Total cost of the service will be \$617.00. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote.

**H. BARBER & SONS INC./SURF RAKE/PARK-**

Park Superintendent Larry Plummer Jr. requested permission to purchase a Barber Surf Rake. The rake will help with the removal of potential E. coli contamination at Center and Pike Lake beaches. Cost of the surf rake is \$28,050.00. Motion made by Mr. Grose to approve the purchase, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**PARK CONTRACTS-**

Park Recreation Director Sheila Wieringa requested approval of the following contracts:

1. Tad Hefleck, stagehand for Rock and Country concerts - \$240.00
2. Paul Lafferty, stagehand for Rock, Country, and Blues & BBQ concerts - \$360.00
3. Brett Leach, stagehand for Rock and Country concerts - \$240.00
4. Brian Neher, stagehand for Country and Blues & BBQ concerts - \$240.00
5. Bryan Slusher, stagehand for Rock and Country Concerts - \$240.00
6. Tim Smith, stagehand for Rock, Country, and Blues & BBQ concerts - \$360.00

Motion made by Mr. Clemens to approve the contracts, seconded by Mr. Grose, and carried by unanimous vote. (Documentation attached to minutes).

**PAY APP #8/HUSKY TRAIL PROJECT/RIGHT-OF-WAY ACQUISITION/B&P-**

Assistant City Planner Tim Dombrosky presented an invoice from A&Z Engineering requesting a payment of \$5,400.00 for Right-of-Way Acquisition (RW Acq.) Services along the Husky Trail Project for Pay Application #8. Also included was LPA Voucher #8 to INDOT requesting reimbursement from the State for the 80/20 grant. Motion made by Mr. Grose to approve Pay Application #8, and LPA Voucher (RW Acq.) #8, seconded by Mr. Clemens, carried by unanimous vote. (Information attached).

**PAY APP#9/LPA VOUCHER #9/HUSKY TRAIL PROJECT/RIGHT-OF-WAY ACQUISITION/B&P-**

Mr. Dombrosky presented LPA Voucher #9 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State from the 80/20 grant for property recently purchased for right-of-way purposes. Motion made by Mr. Clemens to approve LPA Voucher #9, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

**MARKET STREET IMPROVMENTS PHASE 2/PAY APPLICATION #5/B&P-**

Pay Application #5 was presented for Phase 2 of the Market Street Improvements. VS Engineering is requesting a payment of \$15,719.83. Also included was LPA Voucher #5 to INDOT for Preliminary Engineering for 80% reimbursement. Motion made by Mr. Grose to approve Pay Application #5 and LPA Voucher (PE) #5, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**PAYMENT REQUEST/BUFFALO STREET REDEVELOPMENT PROJECT/REDEVELOPMENT AUTHORITY-**

Mr. Dombrosky presented a payment request to Huntington National Bank in the amount of \$19,403.07 to American Structurepoint, Inc. for road design & plan development, project meetings, and wetland delineation and permitting, concerning the Buffalo Street Redevelopment Project. This is the third payment request presented to the Board from bond funds received and held at Huntington for the Redevelopment Authority Lease Rental Revenue Bonds 2015. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

**LAWSON-FISHER ASSOCIATES/STORMWATER PUMP STATION INSPECTION-**

WWTU Manager Brian Davison presented a proposal from Lawson-Fisher Associates P.C. for engineering services for the Osborn stormwater pumping station and structural inspection services. They will identify potential problems and develop an action plan to solve the problems so the pumping station will be able to receive full stormwater flows. Cost of the services will be \$4,900.00. Motion made by Mr. Grose to approve the proposal, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**LOCHMUELLER GROUP/CSO OPERATIONAL PLAN/WWTU-**

Wastewater Superintendent Brian Davison presented an agreement with Lochmueller Group. Lochmueller will update the City's combined sewer overflow operational plan (CSOOP). Cost of the service will be \$23,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

**D&D ELECTRIC/PREVENTATIVE MAINTENANCE/EMERGENCY ON-CALL/WWTU-**

Mr. Davison presented a proposal from D&D Electric to perform preventative maintenance and for after-hours work at the treatment facility. Cost of the services will be \$14,400.00 plus hourly as needed. Motion made by Mr. Grose to accept the proposal, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**NEW HIRE/CHANGE IN PAYROLL REPORT-**

A list of three (3) new hire/changes in payroll report was presented: WWTU-3. Motion made by Mr. Grose to approve the report, seconded by Mr. Clemens, carried by unanimous vote. (List attached).

**TRAVEL REQUESTS-**

A list setting forth a total of fifteen (15) travel requests was presented. Motion made by Mr. Clemens approving the travel requests, seconded by Mr. Grose, and carried by unanimous vote. (List attached to minutes).

**CLAIM DOCKETS-**

The following claim dockets were presented for approval.

Regular Docket - \$892,830.79

EOM Docket - \$1,557,596.55

Pension Docket- \$40,609.01

Motion made by Mr. Grose to approve the claims for payment, seconded by Mr. Clemens, motion carried by unanimous vote. (Copies attached to minutes).

**OTHER MATTERS-**

**WALK-IN/RESOLUTION/NO PARKING ON COLFAX STREET/POLICE-**

Police Lieutenant Kip Shuter presented Resolution #2016-02-01. The Resolution temporarily authorizes no parking on North Colfax Street. The west side of the street will have no parking between Center and Clark Streets, and the east side will have no parking between Main and Clark Street. The Resolution will be in effect until December 31, 2016. Motion made by Mr. Grose to approve the Resolution, seconded by Mr. Clemens, carried by unanimous vote. (Copy attached to minutes).

**WALK-IN/LETTER AGREEMENT/AMENDMENT NO. 1-16/JONES & HENRY ENGINEERS/WWTU-**

Mr. Davison presented a Letter Agreement adding Amendment #1-16 to an Engineering Service Agreement dated March 5, 1999 with Jones & Henry Engineers. The Amendment will offer alternate solutions for sewer collections system in the SR 15/Canal Street area. Total cost of the service will not exceed \$16,800.00. Motion made by Mr. Grose to approve the Amendment, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**WALK-IN/AMENDMENT #4/I&I REDUCTION PROGRAM/WESSLER ENGINEERING, INC./WWTU-**

Mr. Davison presented Amendment #4 to the existing I&I Reduction Program agreement with Wessler Engineering, Inc. The amendment adds CCTV manhole review as well as inspections. Cost of the Amendment will be \$44,500.00. Motion made by Mr. Grose to approve the Amendment, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**TRADE-IN ALLOWANCE UPDATE/STREET-**

Street Superintendent Jeff Beeler reviewed bids that were opened during the July 15, 2015 meeting for a side load garbage truck. All the bids included a trade-in allowance and Pyramid Equipment was the lowest bidder at \$249,125.00, and their trade-in allowance was \$2,500.00. Due to the low trade-in value, Mr. Beeler has decided to keep the 1999 Sterling garbage truck that was going to be used as the trade-in, which will be converted into a tandem dump truck. With the \$2,500.00 increase in price, Pyramid Equipment is still the lowest bidder. Motion made by Mr. Grose to accept the revised purchase amount, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

**MAIN STREET SEWER PROJECT-**

Mr. Davison advised the board that advertisement will be made soon for bids on the Main Street sewer project.

**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**