

BOARD OF PUBLIC WORKS & SAFETY
July 15, 2016
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, July 15, 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 Mayor Joe Thallemer and George Clemens. Also present, Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Park Director Larry Plummer, Park Recreation Director Sheila Wireringa, Police Chief Scott Whitaker, City Engineer James Emans, Street Superintendent Jeff Beeler, Aviation Director Nick King, HR Director Jennifer Whitaker, Police Officer Christopher Brown and his family, friends, and co-workers, Mickey Kaufman from Habitat for Humanity of Kosciusko County, InkFree News reporter Deb Patterson, and Times-Union reporter Dan Spaulding.

ABSENT: Board member Jeff Grose.

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

MINUTES-

The minutes from the July 1, 2016 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote.

RECOGNITION OF VISITORS-

POLICE OFFICER SWORN-IN/WPD-

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

NEW BUSINESS-

MOWER TRADE-IN/PARK-

Park Superintendent Larry Plummer asked permission to trade-in a 2012 Toro Z Master Z 5000 with bagger. The trade-in will be applied to the purchase of a new Toro Z Master 5000 with bagger that has been budgeted for in 2016. Motion made by Mr. Clemens approving the trade-in, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

INDIANA ARTS COMMISSION GRANT AWARD/PARKS-

Park Recreation Director Sheila Wieringa announced to the Board that the Park had received notification from the Indiana Arts Commission that the City was awarded \$3,938.00 for the 2016-2017 grant cycle. The funds will be used to support the Central Park Concert Series. This is a matching grant and appropriate funds have been budgeted to meet the requirements. Mr. Clemens made a motion to accept the grant, seconded by Mayor Thallemer, carried by unanimous vote. (Documentation attached).

PAY APPLICATION #1/MAIN STREET SEWER REPLACEMENT PROJECT/WWTU-

Wastewater Treatment Utility Manager Brian Davison presented pay application #1 to Atlas Excavating for the Main Street Sewer Replacement project. The amount shown on the Pay Application to Atlas Excavating is \$107,939.56. Motion made by Mr. Clemens to approve the payment to Atlas Excavating, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

CHANGE ORDER #1/MAIN STREET SEWER REPLACEMENT PROJECT/WWTU-

Mr. Davison presented Change Order #1 to the Main Street Sewer Replacement Project. A modification to structure B1 (taps) was needed which will add \$2,930.00 to the original contract price of \$533,113.00 approved during the April 1, 2016 meeting. Motion made by Mr. Clemens to approve the Change Order and the updated price of \$536,043.00 seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

PAY APPLICATION #2/MAIN STREET IMPROVEMENTS/ATLAS EXCAVATING/WWTU-

Mr. Davison presented Pay Application #2 to Atlas Excavating for the Main Street Sewer Replacement project. The amount requested on the Pay Application to Atlas Excavating is \$221,102.70. Motion made by Mr. Clemens to approve the payment to Atlas Excavating, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

UNITED STATES DEPARTMENT OF THE INTERIOR/US GEOLOGICAL SURVEY (USGS)/PIKE LAKE LEVEL GAUGE/STORMWATER UTILITY-

Mr. Davison presented a Joint-Funding Agreement between the City and the US Department of Interior/U.S. Geological Survey, to monitor water levels at Pike Lake. The USGS has offered the chance for the City to continue with the service at a cost of \$4,000.00 for one year. Motion made by Mr. Clemens approving the agreement, seconded by Mayor Thallemer, carried by unanimous vote. (Contract worksheet attached to minutes).

HABITAT FOR HUMANITY/FEES/B&P-

City Planner Jeremy Skinner presented a letter to the Board from Habitat of Humanity of Kosciusko County. Mickey Kaufman, Executive Director, of Habitat-Kosciusko is requesting that the City exempt fees for sewer taps and inspections for clients building in the City. After discussion, Mr. Clemens made a motion to charge Habitat the non-profit rate for sewer taps previously approved by the Council per ordinance and waive the inspection fee for all future Habitat homes built within the city limits, seconded by Mayor Thallemer, carried by unanimous vote. (Letter attached to minutes).

INDIANA DEPARTMENT OF TRANSPORTATION (INDOT)/AMENDMENT TO CONTRACT/HUSKY TRAIL/B&P-

Mr. Skinner presented an amendment to the original INDOT Husky Trail contract. The amendment allows the project letting to be moved to January of 2017 to accommodate the purchase of the last several parcels of land for right-of-way purposes. Motion made by Mr. Clemens to approve the amendment, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

NEW HIRES/CHANGE IN PAYROLL REPORT-

A new hire/change in payroll report was provided for approval: Police-2, and more specifically set forth on the list attached to minutes. Motion made by Mr. Clemens to approve the report, seconded by Mayor Thallemer, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS-

A list setting forth seven (7) travel requests: Police- 4; Fire-1; and Aviation-2, was submitted for approval. Motion made by Mr. Clemens approving the travel requests, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

SPECIAL CLAIMS-

Clerk's Office submitted a listing of special claims totaling \$39,020.00. Motion made by Mr. Clemens to approve the claims for payment, seconded by Mayor Thallemer, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim docket was presented for approval.

Regular Docket - \$3,113,889.66

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

OTHER MATTERS-

-Mayor Thallemer reminded those in attendance that the Stellar City Committee would be visiting Warsaw and Winona Lake on July 21, 2016 from 2pm-5pm.

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

