

BOARD OF PUBLIC WORKS & SAFETY  
OCTOBER 24, 2016  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Monday, October 24, 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 George Clemens, Jeff Grose and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Police Chief Scott Whitaker, Police Captain Kip Shuter, Park Superintendent Larry Plummer, Cemetery Sexton Hal Heagy, Fire Territory Chief Mike Wilson, Fire Territory Fire Inspector Joe Fretz, City Engineer James Emans, Superintendent of Public Works Jeff Beeler, WWTU Manager Brian Davison, Jerry Frush, 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 October 10, 2016 Regular Session were presented for approval. Board member Clemens made a motion to accept the minutes as presented, seconded by Board member Grose, motion carried by unanimous vote.

#### **REPORTS-**

1. Updated Employee Safety Manual

Motion made by Mr. Clemens to approve the updated Employee Safety Manual, seconded by Mr. Grose, carried by unanimous vote. (Copy attached to minutes).

#### **NEW BUSINESS-**

##### **GRADE SEPARATION STUDY/AMERICAN STRUCTUREPOINT, INC. /B&P-**

City Planner Jeremy Skinner presented an invoice from American Structurepoint for payment. The invoice is for a portion of the feasibility study report for the grade separation concerning the Norfolk Southern Railroad crossing. The invoice amount is \$4,958.72. Motion made by Mr. Grose to approve the payment, seconded by Mr. Clemens, carried by unanimous vote. (Copy attached to minutes).

##### **PAYMENT REQUEST #11/BUFFALO ST. REDEVELOP. PROJECT/REDEVELOP. AUTHORITY/B&P-**

Mr. Skinner presented Payment Request #11 to Huntington National Bank in the amount of \$3,304.48 for American Structurepoint, Inc. for various services concerning the Buffalo Street Redevelopment Project. The payment will come from bond funds received and held at Huntington Bank 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).

##### **PAY APPLICATION #13/LPA VOUCHER #13/MARKET STREET IMPROVEMENTS PHASE 2/B&P-**

Mr. Skinner presented Pay Application #13 for Phase 2 of the Market Street Improvements. VS Engineering is requesting a payment of \$17,717.94. Also included was LPA Voucher #13 to INDOT for Preliminary Engineering (PE) for 80% reimbursement. Motion made by Mr. Grose to approve Pay Application #13 and LPA Voucher (PE) #13, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

##### **PAY APPLICATIONS/HUSKY TRAIL PROJECT/LPA VOUCHERS/BUILDING & PLAN-**

Mr. Skinner presented the following pay applications and LPA vouchers seeking 80% reimbursement from INDOT per invoices from A&Z Engineering:

1. Pay Application and LPA Voucher #10 (ROW) in the amount of \$9,234.00.
2. Pay Application and LPA Voucher #32 (PE) in the amount of \$4,494.50.
3. Pay Application and LPA Voucher #33 (PE) requesting a payment of \$18,975.60, but only an 80% reimbursement on \$2,145.60.
4. Right-of-Way Staking Services of \$3,400.00 with no LPA voucher seeking reimbursement.

Motion made by Mr. Clemens to approve the pay applications, LPA vouchers, and invoices from A&Z Engineering for work done on the Husky Trail Project, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

**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 13<sup>th</sup> from 5:00pm-8:00pm. The Agreement includes bowling as well as a buffet. Motion made by Mr. Grose approving the agreement, seconded by Mr. Clemens, carried by unanimous vote. (Contract worksheet attached to minutes).

**POLICE GRANT/BJA/BULLETPROOF VEST-**

Police Captain Kip Shuter informed the Board that the Bureau of Justice Assistance officially announced that the City of Warsaw's application for the FY2016 Bulletproof Vest Partnership Grant Program had been approved in the amount of \$4,228.00. He requested the Board accept the award. Motion made by Mr. Grose to accept the grant award, seconded by Mr. Clemens, carried by unanimous vote. (Documentation attached to minutes.)

**AECOM TECHNICAL SERVICES, INC./EAST MARKET STREET FLOOD MITIGATION STUDY/STORMWATER-**

An agreement with AECOM Technical Services, Inc. was presented for approval. AECOM shall perform a study along East Market Street/Johnson Street area for flood mitigation purposes. Cost of the agreement will be \$59,400.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote. (Contract worksheet attached to minutes).

**SEWER REHABILITATION PRIORITIZATION/WESSLER ENGINEERING, INC./WWTU-**

Wastewater Treatment Utility Manager Brian Davison presented an agreement between the City and Wessler Engineering, Inc. as part of a last step with the current I&I project. Wessler will provide professional services for sewer rehabilitation prioritization which is further outlined in the agreement. Cost of the services will be \$16,800.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote. (Contract worksheet attached to minutes).

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

A New Hire/Change in Payroll report was presented for approval: Aviation-1. Motion made by Mr. Grose to approve the report, seconded by Mr. Clemens, carried by unanimous vote. (List attached to minutes).

**TRAVEL REQUEST-**

A list setting forth one (1) travel request: Street-1, was submitted for approval. Motion made by Mr. Clemens approving the travel request, seconded by Mr. Grose, carried by unanimous vote. (Info. attached to minutes).

**SPECIAL CLAIMS-**

Clerk's office submitted a list of special claims for approval totaling \$3,379.00. Motion made by Mr. Clemens approving the claims for payment, seconded by Mr. Grose, carried by unanimous vote. (List attached).

**CLAIM DOCKET-**

The following claim docket was presented for approval:

Regular Docket - \$1,983,461.00

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

**OTHER MATTERS-**

-Wastewater Utility Manager Brian Davison advised the Board that bids will be solicited soon for the Osborn Stormwater Pump Station improvements.

**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

