

BOARD OF PUBLIC WORKS & SAFETY

May 5, 2015

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, May 5, 2017 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, Park Superintendent Larry Plummer, City Planner Jeremy Skinner, WWTU Manager Brian Davison, Police Chief Scott Whitaker, Police Captain Kip Shuter, City Engineer James Emans, H/R Director Jennifer Whitaker, Robin Watters, students from Grace College, Jerry Frush, InkFree News reporter Maggie Kenworthy, 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 April 21, 2017 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose, motion carried by unanimous vote. The minutes from the April 28, 2017 Special Session were presented for approval. Mr. Grose made a motion to accept the minutes as presented, seconded by Mr. Clemens motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATION-

None presented.

UNFINISHED BUSINESS-

OPENING OF SEALED QUOTES FOR TWO POLICE VEHICLES-

During a previous meeting, permission had been granted to the Police Department to seek quotes for two (2) new police Ford utility vehicles. The quotes also included a trade-in of one (1) vehicle. Quotes were opened and received from:

Bloomington Ford - \$51,738.14

City Ford - \$51,102.50

Kerlin Ford - \$51,724.32

Oliver Ford - \$24,672.00

Rice Ford - \$51,775.00

Mr. Grose made a motion to take the bids under advisement, seconded by Mr. Clemens, carried by unanimous vote. Later in the meeting, after the bids were reviewed, it was determined that Oliver Ford had made a non-responsive bid. A recommendation was made to accept the bid from Kerlin Ford for \$51,724.32 based on Kerlin being qualified as a local supplier under state statute. Motion was made by Mayor Thallemer to approve the quote from Kerlin Ford, seconded by Mr. Grose, carried by unanimous vote.

NEW BUSINESS-

KOSCIUSKO COUNTY FARMERS MARKET, LLC/STREET CLOSURE-

Police Captain Kip Shuter requested that the 100 Block of West Center Street be closed weekly for the Farmers Market. The closure will take place every Saturday starting May 6 and run thru October 28, 2017 from 7a.m. – 2p.m. Motion made by Mr. Clemens to approve the weekly closure, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

STREET CLOSURE/REX'S RENDEVOUS ANNUAL POKER RUN-

Robin Watters requested closure of part of the 200 block of South Buffalo Street on Sunday June 11, 2017 from 12:00 a.m. until 12:00 a.m. (twenty-four hours) for Rex's Rendezvous Annual Poker Run. Mr. Grose made a motion to allow the street closure, seconded by Mr. Clemens, carried by unanimous vote. (Documentation attached to minutes).

DEMOLITION REQUEST/DEMOLITION OF VARIOUS PROPERTIES/B & P-

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

502 W. Winona:	SiteWorX Services.	\$11,436.80
	G&G Excavating	12,234.20
	Gawthrop Excavating	12,500.00
	Tiny Builders & Excavating	0
117 E. Ft. Wayne:	SiteWorX Services	\$2,719.13
	G&G Excavating	4,435.50
	Gawthrop Excavating	4,000.00
	Tiny Builders & Excavating	4,600.00
832 E. Market:	SiteWorX Services	\$2,976.13
	G&G Excavating	3,976.00
	Gawthrop Excavating	3,000.00
	Tiny Builders & Excavating	3,300.00

After discussion a motion was made by Mr. Grose to accept the three quotes from SiteWorX Services for a total of \$17,132.06, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

FOURTH OF JULY CELEBRATION FIREWORKS/PARK-

Park Superintendent Larry Plummer presented an agreement between the City of Warsaw and Winona Lake Warsaw Independence Day Celebration, Inc. for the Park to contribute \$3,500.00 toward the purchase of fireworks for the annual Warsaw-Winona Lake fireworks show to be held on the evening of July 1, 2017. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, motion carried by unanimous vote. (Documentation attached to minutes).

MOU/P4CPADDLECLUB,INC./STORMWATER-

A memorandum of understanding (MOU) was presented between the City and P4Cpaddleclub, Inc. who will provide several work elements for the Stormwater Utility in managing its best management practices as required by the Indiana Department of Environmental Management (IDEM) and the City's Municipal Separate Storm Sewer System (MS4) status. The paddleclub will perform the works elements at a cost of \$2,000.00. Motion made by Mr. Clemens to approve the MOU, seconded by Mr. Grose, carried by unanimous vote. (Documentation attached to minutes).

CORE MECHANICAL SERVICES, INC. /MAINTENANCE AGREEMENT/WWTU-

An agreement between the City and Core Mechanical Services, Inc. was presented for approval. The agreement will have Core Mechanical perform maintenance on plant equipment, blowers, compressors, and fans and will be in effect for the years 2017, 2018, and 2019 at a cost of \$6,700.00 per year. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, 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: Street – three (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 three (3) travel requests: Police – two (2); Fire Territory – one (1), was presented for approval. Motion was made by Mr. Grose to approve the travel requests, Mr. Clemens, carried by unanimous vote. (List attached).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$1,185,774.39

End of Month - \$57,978.81

Pension Docket - \$41,502.66

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

OTHER ITEMS-

-The next Board of Works meeting will be held on May 22, 2017 at 10:30.

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