

BOARD OF PUBLIC WORKS & SAFETY  
July 21, 2017  
2:30 P.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, July 21, 2017 at 2:30 P.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 Joe Thallemer. Also present, Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Park Director Larry Plummer, Police Captain Kip Shuter, City Engineer James Emans, Street Superintendent Jeff Beeler, HR Director Jennifer Whitaker, Pam Kennedy from Warsaw Housing Authority, others as noted on the attached attendance sheet, InkFree News reporter Lauren Prater, 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 July 7, 2017 Regular 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 COMMUNICATIONS-**

**STREET DEPARTMENT-**

-Upcoming Road Project Information

**NEW BUSINESS-**

**SPECIAL CLAIMS-**

Clerk's Office submitted a listing of special claims totaling \$81,521.48. Motion made by Mr. Grose to approve the claims for payment, seconded by Mr. Clemens, motion carried by unanimous vote. (List attached to minutes).

**CLAIM DOCKETS-**

The following claim docket was presented for approval.

Regular Docket - \$3,291,177.80

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

**ALLEY FEST 2017-**

Police Captain Kip Shuter and OrthoWorx requested that portions of the plaza/parking lot area of City Hall, adjacent to the Warsaw Alley and Oak & Alley encroachment, be closed for an event sponsored by Orthoworx from 5:00 p.m. until 8:00 p.m. on July 27, 2017. Motion made by Mr. Clemens to approve the closure, seconded by Mr. Grose, carried by unanimous vote.

**HOUSING OPPORTUNITIES OF WARSAW/CLAIM REQUEST #3-**

Housing Opportunities of Warsaw (HOW) presented a request to approve Claim #3 from the match for HD-015-008 Owner Occupied Rehab. Pam Kennedy is requesting \$10,709.33. Motion made by Mr. Clemens to approve the claim, seconded by Mr. Grose, carried by unanimous vote.

**INDIANA ARTS COMMISSION GRANT AWARD/PARKS-**

Park Superintendent Larry Plummer announced to the Board that the Park had received notification from the Indiana Arts Commission that the City was awarded \$5,000.00 for the 2017-2018 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. Grose made a motion to accept the grant, seconded by Mr. Clemens, carried by unanimous vote.

**KOSCIUSKO REMC OPERATION ROUND-UP GRANT/FIRE-**

Fire Territory Chief Mike Wilson requested permission to apply for the Kosciusko REMC Operation Round-Up Grant. He is requesting \$2,000.00 to support the annual Family Safety Day. No matching funds are requested. A motion was made by Mr. Clemens to approve applying for the grant, seconded by Mr. Grose carried by unanimous vote.

**OUTDOOR SEATING CERTIFICATE OF APPROVAL APPLICATION-**

Assistant City Planner Justin Taylor requested the following applications for outdoor seating be approved:

1. 110 Craft Meatery, 110 N. Buffalo Street.

Motion made by Mr. Clemens to approve the application, seconded by Mr. Grose, carried by unanimous vote.

2. RUA, 108 E. Market Street.

Motion made by Mr. Clemens to approve the application, seconded by Mr. Grose, carried by unanimous vote.

3. Vino Cane, 101 E. Center Street.

Motion made by Mr. Grose to approve the application contingent on compliance with State Excise, seconded by Mr. Clemens, carried by unanimous vote.

**PAY APPLICATION /LPA VOUCHER (CE) #3/HUSKY TRAIL PROJECT/B&P-**

City Planner Jeremy Skinner presented Pay Application #3 to A&Z Engineering, LLC in the amount of \$23,518.02. Also included was LPA Voucher (CE) #3 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State from the 80/20 grant for Construction Engineering (CE). Motion made by Mr. Clemens to approve the Pay Application and LPA Voucher (CE) #3, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION /LPA VOUCHER (CE) #4/HUSKY TRAIL PROJECT/B&P-**

City Planner Jeremy Skinner presented Pay Application #4 to A&Z Engineering, LLC in the amount of \$27,330.06. Also included was LPA Voucher (CE) #4 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State from the 80/20 grant for Construction Engineering (CE). Motion made by Mr. Grose to approve the Pay Application and LPA Voucher (CE) #4, seconded by Mr. Clemens and carried by unanimous vote.

**MARKET STREET PHASE #2 PROJECT/RIGHT-OF-WAY ACQUISITION/B&P-**

Mr. Skinner presented a contract with VS Engineering in regards to right-of-way acquisition along E. Market Street. The contract is not to exceed \$45,900.00. Motion made by Mr. Clemens to approve the contract, seconded by Mr. Grose, carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth five (5) travel requests: Police- 2; Fire-3, was submitted for approval. Motion made by Mr. Grose approving the travel requests, seconded by Mr. Clemens, carried by unanimous vote.

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

A new hire/change in payroll report was provided for approval: Street-2; WWTU-3; Park-1, and more specifically set forth on the list attached to minutes. Motion made by Mr. Clemens to approve the report, seconded by Mr. Grose, carried by unanimous vote.

**OTHER MATTERS-**

- The Country Concert will be held tonight in Central Park.
- Mayor Thallemer thanked the Assistant City Planner for his work on the Warsaw Alleyway Project.
- Mayor Thallemer provided information from the Public Access Councilor in regards to verbal approvals and e-mails from the Board of Works members. Several local citizens commented on the matter as well.
- Downtown business owner Jason Brown expressed his appreciation to the improvements that are taking place in the downtown area.

**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

