

BOARD OF PUBLIC WORKS & SAFETY

June 4, 2010

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, June 05, 2009 at 10:30 A.M. in the Council Chambers at City Hall. Board Member Charlie Smith presided and the following persons were noted as present or absent:

PRESENT: Board members Charles Smith, and Joe Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, WWTU Manager Brian Davison, WWTU Collection Office Manager Mary Lou Plummer, Fire Chief Mike Rice, Fire Captain Brooke Murphy, Police Chief Scott Whitaker, H R Director Jennifer Whitaker, and Warsaw Times Union reporter Jennifer Peryam.

ABSENT: Mayor Ernest B. Wiggins

The meeting was called to order by Mr. Smith followed by the Pledge of Allegiance.

MINUTES –

The minutes from the May 21, 2010 Regular Session were presented for approval. Board member Thallemer made a motion to accept the minutes as presented, seconded by Smith, motion carried by unanimous vote.

NEW BUSINESS –

WWTU/CONTRACT WITH KEYSTONE SOFTWARE SYSTEMS-

WWTU Manager Brian Davison presented the board with a contract from Keystone Software Systems to purchase a new software package for the WWTU collection office. The total price of the contract is \$20,675.00 however Mr. Davison advised that he was eliminating the \$1500 charge listed under Key-Billing Additional Options as work orders bringing the actual amount of the quote to \$19,175. After discussion a motion was made by Mr. Thallemer to approve the quote, seconded by Mr. Smith, carried by unanimous vote. (Documentation attached to minutes).

RELEASE OF LETTER OF CREDIT/EAGLE CREST/SUPERIOR DEVELOPMENT-

City Planner Jeremy Skinner presented a request to release the "Letter of Credit" from National City on behalf of Superior Development for improvements to Eagle Crest Subdivision in the amount of \$100,000 which was held by the City. The letter of credit expired on December 9, 2006. City Planner Jeremy Skinner advised that the City has inspected and approved the infrastructure improvements for Eagle Crest and that Superior Developing LLC has fulfilled their obligation associated with road improvements. Motion was made by Mr. Smith to approve the release, seconded by Mr. Thallemer, carried by unanimous vote. (Documentation attached to minutes.)

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker provided for approval three (3) new hires, more specifically set forth on the list attached to minutes. Motion made by Mr. Thallemer to approve the new hires, seconded by Smith, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS –

A list setting forth five (5) travel requests Greg Oberlin, Lee Ann Richardson, Jeffrey Ticknor, Ryan Petty, Jonathan Rice, all from the Police Department were submitted for approval. Motion made by Mr. Smith to approve all travel requests, seconded by Mr. Thallemer, carried by unanimous vote. (Info. attached to minutes).

SPECIAL CLAIMS –

Clerk's Office submitted a listing of special claims for approval of payments totaling \$26,838.45. Motion was made by Thallemer to approve the claims for payment, seconded by Mr. Smith, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$263,122.26

EOM Docket - \$4,822,303.33

Police & Fire Pension Docket - \$50,721.49

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

WWTU PLANT #2/PHONE SERVICE CONTRACT AFTER LIGHTING STRIKE/CLERK-

Clerk Treasurer Lynne Christiansen presented a new Products and Services Agreement with Embarq Solutions, Inc./Century Link to replace equipment affecting the phone system at WWTU Plant #2 after a lightening strike on June 1, 2010. Embarq Solutions, Inc./Century Link required that the agreement be signed before the repairs took place which Ms. Christiansen did because of the emergency nature of the situation that caused Plant 2 to have no phone service. Motion made by Mr. Smith to approve the contract, seconded by Mr. Thallemer, carried by unanimous vote. (Documentation attached to minutes).

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**