

BOARD OF PUBLIC WORKS & SAFETY
MARCH 16, 2018
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, March 16, 2018 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 Jeff Grose, George Clemens and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, WWTU Manager Brian Davison, WWTU Payment Office Supervisor Rebecca Jenkins, Fire Territory Chief Mike Wilson, Police Chief Scott Whitaker, Police Captain Joel Beam, City Planner Jeremy Skinner, Warsaw Park Superintendent Larry Plummer, Jr., Street Superintendent Jeff Beeler, H/R Director Jennifer Whitaker, Adam Hurley from J&K Communications, Paula Bowman, Greg Demopoulos, Dugan Julian, reporter Maggie Kenworthy from InkFree News, and reporter Dan Spaulding from the Times-Union.

ABSENT: None noted.

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

MINUTES-

The minutes from the March 2, 2018 Regular Session were presented for approval. Board member Clemens asked for the minutes to reflect that Fire Chief Mike Wilson was not in attendance. Mr. Clemens made a motion to accept the minutes as presented and amended, seconded by Mr. Grose, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

None presented.

NEW BUSINESS-

STREET CLOSURES/FAT SKINNY TIRE FESTIVAL-

The following street closures for the Fat Skinny Tire Festival were presented for consideration:
Friday, May 18th at 1:00 p.m. until Saturday, May 19th at 12:00 a.m.:

- Center Street between Indiana Street and Lake Street
- Buffalo Street between Main Street and Market Street
- 100 block of E. Market Street from Indiana Street to Center Street
- W. Market Street from Buffalo Street to the Zimmer/Biomet Round-About
- 200 block of S. Buffalo Street, 100 and 200 blocks of S. Lake Street, S. Washington Street, and S. Columbia Street.

Motion made by Mr. Clemens to approve the closures, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

LAKES FESTIVAL/STREET CLOSURE-

Lilly Center for Lakes & Streams requested that several streets be closed during the Lakes Festival between Friday, May 25th and Sunday, May 27th for various activities during the 2018 Lakes Festival. Four different maps showing closings were attached to the request but no representative was present to answer any questions. Motion made by Mr. Grose to table the matter, seconded by Mr. Clemens, carried by unanimous vote. Later in the meeting Dugan Julian from the Lilly Center was present and Mr. Grose made a motion to bring the matter back, seconded by Mr. Clemens, carried by unanimous vote. Mr. Julian explained the closures and after discussion, Mr. Grose made a motion to approve the road closure requests for the 2018 Lakes Festival, seconded by Mr. Clemens, carried by unanimous vote.

GRANT AWARD/NHTSA/2017 NON-MOTORIST/POLICE-

Police Captain Joel Beam reported that the Police Department, in conjunction with the Town of Winona Lake, has been awarded approximately \$6,000.00 from the National Highway Traffic Safety Administration (NHTSA) funding from 2018 Non-Motorist grant. The fiscal grant period begins October 1, 2017 and ends September 30, 2018. The federal grant money is administered by the Indiana Criminal Justice Institute, and locally by the Town of Winona Lake. Motion made by Mr. Clemens to accept the funding, seconded by Mr. Grose, carried by unanimous vote.

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. The Park will contribute \$3,500.00 towards the purchase of fireworks for the annual Warsaw-Winona Lake fireworks show to be held on the evening of June 30, 2018, with a rain date of July 1, 2018. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, motion carried by unanimous vote.

MISSED AND/OR UNDER BILLINGS/WWTU-

Rebecca Jenkins, Wastewater Utility Payment Office Supervisor, presented several locations that have been under billed for Wastewater Utility and or Stormwater Utility charges. The locations/back charges are listed as follows:

-321 N. Washington St. – Wastewater \$2,347.20; Stormwater \$123.90.

Motion was made by Mr. Grose to waive the above charges seconded by Mr. Clemens, carried by unanimous vote.

-418 S. Union St. – Stormwater \$91.45

Motion was made by Mr. Grose to waive the above charge seconded by Mr. Clemens, carried by unanimous vote.

-1404 E. Center St. – Stormwater \$38.45

Motion was made by Mr. Grose to waive the above charge seconded by Mr. Clemens, carried by unanimous vote.

All properties above are now being billed the appropriate amounts.

LABOR STANDARDS ADMINISTRATION COMPLIANCE/WWTU-

Wastewater Utility Manager Brian Davison requested permission to enter into an agreement with NV Grant Services, LLC. NV will provide day-to-day responsibilities of labor standards, etc. for the federally-funded construction project through the Indiana State Revolving Fund (SRF) Loan Program for the Plant Expansion project. Cost of the service will be a total of \$8,250.00 (\$750.00 monthly). Motion to approve the agreement made by Mr. Clemens, seconded by Mr. Grose, carried by unanimous vote.

WESSLER ENGINEERING/PAY REQUEST 3L/SEWER REHAB SERVICES-

Payment Request 3L to Wessler Engineering was presented for approval. The request of \$42,125.00 will be made to the Indiana Finance Authority(IFA)/State Revolving Fund (SRF) from proceeds held at Bank of New York (BNY) Mellon per the Sewage Works Revenue Bonds 2017. Motion made by Mr. Clemens to approve the payment request, seconded by Mr. Grose, carried by unanimous.

PHEND & BROWN/CONTRACT-

Bids were solicited earlier for roadway improvements on Holiday Drive, Main Street, and Pontiac Drive. The bid was awarded to Phend and Brown at a cost of \$176,537.00. Street Department Superintendent Jeff Beeler is asking the Board to approve the contract. Motion made by Mr. Clemens to approve the contract with Phend & Brown for roadway improvements, seconded by Mr. Grose, carried by unanimous vote.

NIBLOCK/CONTRACT-

Bids were solicited earlier for roadway improvements around the Colfax and Clark Street intersection area. Niblock was awarded the bid at a cost of \$720,809.00. Mr. Beeler is asking the Board to approve the contract. Motion made by Mr. Clemens to approve the contract with Niblock, seconded by Mr. Grose, carried by unanimous vote.

2018 NORFOLK SOUTHERN GRANT/WWFT-

Fire Chief Mike Wilson requested permission to apply for a grant from Norfolk Southern. The grant would be used for Fire Public Safety Risk Management education, and the City could receive up to \$1,000.00. Motion made by Mr. Clemens to approve the application, seconded by Mr. Grose, carried by unanimous vote.

CITY-WIDE RADIO COMMUNICATIONS PLAN/WWFT-

Chief Wilson presented information to the Council to purchase new city-wide two-way radios from J&K Communications. Police Chief Scott Whitaker added to the information, as well as Adam Hurley from J&K Communications. Cost of the radios and infrastructure will be \$383,866.21. The system will be purchased through a lease that will be presented for approval at a later date. Motion made by Mr. Grose to approve the purchase, seconded by Mr. Clemens, carried by unanimous vote.

FIRE STATION #3/NIPSCO AGREEMENT-

Chief Wilson presented an agreement with Northern Indiana Public Service Company (NIPSCO) to extend electrical service to Fire Station #3 that is currently under construction. Motion made by Mr. Clemens, to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth ten (10) travel requests: Police-five (5); Fire-one (1); Street-four (4) was presented for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Mr. Grose, carried by unanimous vote.

SPECIAL CLAIMS-

Clerk's office submitted a list of special claims for approval of payment. The claims total \$938.75. Motion was made by Mr. Clemens to approve the claims for payment, seconded by Mr. Grose. Motion carried by unanimous vote.

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$2,102,615.19

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

OTHER MATTERS-

-Mr. Davison advised the Board that the WWTU Plant was recently featured in a National Magazine.

-The next Board of Works meeting will be held on Monday, April 9, 2018.

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