

BOARD OF PUBLIC WORKS & SAFETY
July 6, 2018
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday July 6, 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 Joseph M. Thallemer. Also present Clerk-Treasurer Lynne Christiansen, WWTU Manager Brian Davison, Street Department Superintendent Jeff Beeler, City Planner Jeremy Skinner, Assistant City Planner Justin Taylor, Park Superintendent Larry Plummer, HR Director Jennifer Whitaker, Zach Dripps from MACOG, InkFree News reporter Maggie Kenworthy, and Warsaw Times-Union reporter Dan Spaulding.

ABSENT: City Attorney Mike Valentine.

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

MINUTES-

The minutes from the June 18, 2018 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.

NEW BUSINESS-

MEMORANDUM OF UNDERSTANDING (MOU)/MACOG-

Mayor Thallemer presented an MOU between the City and the Michiana Area Council of Governments (MACOG) for funding with an active transportation program and planner mainly to furnish technical and professional assistance in enhancing bicycle and pedestrian mobility and safety. The City's commitment will be for \$5,000.00 for three (3) years. Motion made by Mr. Grose to approve the MOU, seconded by Mr. Clemens, carried by unanimous vote.

MOU/BRITTANY TAULBEE/STORMWATER-

Wastewater Utility Manager Brian Davison provided a Memorandum of Understanding (MOU) with Brittany Taulbee to provide education and outreach communication for the Stormwater Utility. Cost of the service will be \$225.00. Motion made by Mr. Clemens to approve the MOU, seconded by Mr. Grose, carried by unanimous vote.

WESSLER ENGINEERING/PAY REQUEST 8L/SEWER REHAB SERVICES-

Payment request 8L in the amount of \$40,290.00 to Wessler Engineering was presented for approval. The claim will be forwarded to the Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for payment from proceeds held at Bank of New York (BNY) Mellon per the Sewage Works Revenue Bonds 2017. Motion made by Mr. Grose to approve the payment request, seconded by Mr. Clemens, carried by unanimous vote.

G&G HAULING & EXCAVATING, INC./BEYER FARM TRAIL PROJECT 2018/CONTRACT-

The bid for the Beyer Farm Trail Landscape Project 2018 was awarded to G&G Hauling during the June 1, 2018 meeting. Today the contract is being presented for approval. Cost of the project is \$148,275.68. Motion made by Mr. Clemens to approve the contract with G&G Hauling, seconded by Mr. Grose, carried by unanimous vote.

PARK CONTRACT-

Park Superintendent Larry Plummer requested approval of the following contract:

1. Potawatomi Zoo, entertainment for Zoo Bash - \$140.00

Motion made by Mr. Clemens to approve the above contract, seconded by Mr. Grose, and carried by unanimous vote.

LAWSON-FISHER ASSOCIATES P.C./TRAFFIC SIGNAL MODERNIZATION-

Street Department Superintendent Jeff Beeler requested approval of a contract with Lawson-Fisher Associates, P.C. who will perform engineering design services for the modernization of existing traffic signals in the downtown area. Cost of the service will be \$38,700.00. Motion made by Mr. Grose to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

NEW HIRES/CHANGES IN PAYROLL-

A new hire/change in payroll report was provided for approval listing three (3) new hires/changes in payroll: Airport-one (1); Police-one (1); and Cemetery-one (1). Motion made by Mr. Grose to approve the new hires/changes in payroll, seconded by Mayor Thallemer, with Mr. Clemens abstaining from the vote.

TRAVEL REQUESTS-

A list setting forth seven (7) travel requests, Mayor-1; Fire-2; Street-4, were presented for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Mr. Grose, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$2,310,910.09

End of the Month-\$294,053.70

Pension - \$39,168.04

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

OTHER MATTERS NOT LISTED ON THE AGENDA-

RELEASE OF LIEN-

City Planner Jeremy Skinner requested a release of lien on property owned by H&H Realty, Inc. The \$425.00 lien that was placed on the property by the City in 2003 for mowing related expenses has been paid in full. Motion made by Mr. Clemens to release the lien, seconded by Mr. Grose, carried by unanimous vote.

GRANT APPLICATIONS-

Assistant City Planner Justin Taylor requested permission to apply for two grants to help with the development of Rotary Park. He is asking to apply for a \$20,000 grant from K21 Health Foundation and \$20,000 from the Kosciusko County Convention Recreation and Visitors Commission. Motion made by Mr. Grose to approve the request, seconded by Mr. Clemens, carried by unanimous vote.

STATION THREE OPEN HOUSE-

-Fire Chief Mike Wilson advised the Board that an open house for Fire Station #3 will take place on Saturday August 4th from 12-3.

-Mr. Grose thanked the Street Department and all the other workers involved with the Clark and Colfax Street upgrade.

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