

BOARD OF PUBLIC WORKS & SAFETY  
SEPTEMBER 21, 2018  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, September 21, 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 and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Superintendent of Public Works Jeff Beeler, WWTU Manager Brian Davison, Police Captain Joel Beam, Wastewater Payment Office Supervisor Rebecca Jenkins, City Engineer James Emans, HR Director Jennifer Whitaker, others as noted on attached attendance sheet, InkFree News reporter Liz Shepherd, and Times-Union reporter Dan Spaulding.

**ABSENT:** Board member George Clemens.

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

**MINUTES-**

The minutes from the September 7, 2018 Regular Session were presented for approval. Board member Grose made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote

**NEW BUSINESS-**

**STREET CLOSURE/WRSW-**

A request was made for the 100 block of W. Center Street to be closed from 1:00 p.m. – 11:00 p.m. Saturday, October 20, 2018 for “50 Cooks Who Care” block party sponsored by WRSW to raise funds for Riley Children’s Hospital. Motion made by Mr. Grose to approve the closure, seconded by Mayor Thallemer carried by unanimous vote.

**STREET CLOSURES/SPOOKTAKULAR-**

A request was made to close the following various downtown streets on October 26<sup>th</sup> from 3:00 p.m.- 9:00 p.m.: Center Street between Indiana and Lake Streets.; Buffalo Street between Main and Market Streets to the City Parking lot; and Market Street between Indiana and Lake Streets. Motion made by Mr. Grose to approve the closures, seconded by Mayor Thallemer carried by unanimous vote.

**GRANT APPLICATIONS/FY2019/POLICE-**

Police Captain Joel Beam requested permission to apply for the following grants provided by the National Highway Transportation Safety Administration (NHTSA), Indiana Criminal Justice Institute (ICJI), U.S. Department of Justice- Bureau of Justice Assistance, and the Kosciusko County Traffic Safety Partnership.

1. FY2019 DUI Task Force Indiana- approximately \$7,000.00

Motion made by Mr. Grose approving the request, seconded by Mayor Thallemer, carried by unanimous vote.

2. FY2019 Operation Pull Over - approximately \$12,000.00

Motion made by Mr. Grose approving the request, seconded by Mayor Thallemer, carried by unanimous vote.

3. FY2019 Non-Motorist Grant- approximately \$10,00.00

Motion made by Mr. Grose approving the request, seconded by Mayor Thallemer, carried by unanimous vote.

**UNDERBILLINGS/WASTEWATER PAYMENT OFFICE-**

Due to the recent annexation of areas of Shadow Lakes, stormwater charges had not been applied to billings for the months of May, June, and July. Motion made by Mr. Grose approving billing the charge going forward and forgive the unbilled charges, seconded by Mayor Thallemer, carried by unanimous vote.

Wastewater billing was changed from a flat rate to a flow rate in January of this year. Changes to the billing software were updated to reflect the flat to flow rate, but a part of the base charge was not

correctly calculated for multi-unit properties, causing underbilled amounts. The payment office is asking the Board if they would like to back bill for the charges involved and to apply the correct amount on the next billing cycle. Motion made by Mr. Grose to *not* collect the underbilled amounts, and charge accordingly on the next billing cycle, seconded by Mayor Thallemer, carried by unanimous vote.

**PAY APPLICATION #6/IFA-SRF #15/SELGE CONSTRUCTION, INC./WWTU-**

Wastewater Treatment Utility Manager Brian Davison presented Pay Application #6 to Selge Construction for \$80,163.00, in regards to the Sewer Rehabilitation Project. Also included was Payment Request #15 to Indiana Finance Authority/State Revolving Fund for funds held at the Bank of New York Mellon from the Revenue Bonds of 2017 for Phase #1 of the sewer project. Motion made by Mr. Grose to approve the payment to Selge Construction, seconded by Mayor Thallemer, carried by unanimous vote.

**PAY APPLICATION #4/IFA-SRF #16/SEWER REHABILITATION PROJECT (SMALL DIAMETER)/LAYNE INLINER/WWTU-**

Pay Application #3 to Layne Inliner for \$321,406.00, in regards to the Sewer Rehabilitation Project (small diameter). Also included was Payment Request #13 to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for funds held at the Bank of New York (BNY)Mellon from the Revenue Bonds of 2017 for Phase # 1 of the sewer project. Motion made by Mr. Grose to approve the payment to Layne Inliner, seconded by Mayor Thallemer, carried by unanimous vote.

**PAY APPLICATION #2/IFA-SRF #17/SEWER REHABILITATION PROJECT (LARGE DIAMETER)/LAYNE INLINER/WWTU-**

Mr. Davison presented Pay Application #2 to Layne Inliner for \$125,396.00 in regards to the Sewer Rehabilitation Project (large diameter). Also included was Payment Request #17 to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for funds held at the Bank of New York (BNY)Mellon from the Revenue Bonds of 2017 for Phase # 1 of the sewer project. Motion made by Mr. Grose to approve the payment to Layne Inliner, seconded by Mayor Thallemer carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth two (2) travel requests: Street-1; Aviation-1, was presented for approval. Motion made by Mr. Grose to approve the travel requests, seconded by Mayor Thallemer, carried by unanimous vote.

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

A new hire/change in payroll report was provided for approval: Police-2, and more specifically set forth on the list attached to minutes. Motion made by Mr. Grose to approve the report, seconded by Mayor Thallemer, carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim docket was presented for approval:

Regular Docket - \$2,316,717.18.

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

**OTHER BUSINESS-**

-Mayor Thallemer addressed the recent car/train accident on Hickory Street. He talked about proposed safety majors that are planned to be made by the City, State, and Railway.

**EASEMENT-**

City Attorney Mike Valentine presented a document, from the City to the property owner of 418 N. Lake Street, granting an easement along the rear property line of 418 N. Lake Street. Motion made by Mr. Grose to approve the document, seconded by Mayor Thallemer, carried by unanimous vote.

-A local citizen asked about the amount earlier requested for waiver of fees from under-billings for multi-unit properties. He was advised the amount was between \$155,000.00-\$160,000.00.

-City Engineer James Emans advised the Board that the Fox Farm Dam removal has been completed as well as the Center Lake Dam improvements.

**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**