

BOARD OF PUBLIC WORKS & SAFETY
OCTOBER 19, 2018
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, October 19, 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, Park Recreation Director Sheila Wieringa, WWTU Manager Brian Davison, Human Resource Director Jennifer Whitaker, Street Superintendent Jeff Beeler, Police Chief Scott Whitaker, City Engineer James Emans, InkFree News reporter Maggie Kenworthy, and Times-Union reporter David Slone.

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 October 5, 2018 Regular Session were presented for approval. Mr. Grose made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote.

NEW BUSINESS-

COBRA RATES DENTAL BENEFITS/ADMIN FEE SCHEDULE/HR-

Human Resource Director Jennifer Whitaker presented a document from Dunn and Associates Benefits Administrators, Inc. for monthly administration fees for the City's Employee Benefit. The document is in effect from January 1, 2019 to December 31, 2019. Motion made by Mr. Grose to accept the rates, seconded by Mayor Thallemer, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-

A New Hire/Change in Payroll report was presented for approval: Cemetery-one (1); HR-one (1); and Street-one (1). Motion made by Mr. Grose to approve the list, seconded by Mayor Thallemer, carried by unanimous vote

TRAVEL REQUEST-

A list setting forth one (1) travel request: WWTU, was submitted for approval. Motion made by Mr. Grose approving the travel request, seconded by Mayor Thallemer, carried by unanimous vote.

SAFE SITTER, INC. TRAINING/PARK-

Park Recreation Director Sheila Wieringa presented a provider agreement with Safe Sitter, Inc. who will provide training for two (2) employees for implementation of the Safe Sitter program through the Park Department. Cost of the training will be \$824.00. Motion made by Mr. Grose to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

KENSINGTON DIGITAL MEDIA/PARK-

Mrs. Wieringa requested approval of an agreement with Kensington Digital Media (f/k/a Lake City Media Group). The agreement is in conjunction with 2019 Rockin' for Riley and Country Concert for St. Jude. Motion made by Mr. Grose to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

GRANT APPLICATION REQUEST/CENTRAL PARK CONCERT SERIES/PARK-

Mrs. Wieringa requested approval to apply for a Kosciusko County Community Foundation, Inc. grant for \$5,000.00. This would be for the 2019 fiscal cycle in support of the Central Park Concert Series. It is a supplemental grant in addition to the 2018-2019 Indiana Arts Commission grant. Motion made by Mr. Grose to approve the request, seconded by Mayor Thallemer, carried by unanimous vote.

KOSCIUSKO COUNTY REMC OPERATION ROUND-UP GRANT/PARK-

Mrs. Wieringa requested approval to apply for a Kosciusko REMC Operation Round-Up Grant in the amount of \$1,500.00. If the funds are awarded to the City, she will use them in support of the Family Carnival event that will take place August 2, 2019. Motion made by Mr. Grose to proceed with the grant process, seconded by Mayor Thallemer, carried by unanimous vote.

POLICE GRANT/BJA/BULLETPROOF VEST-

Police Chief Scott Whitaker informed the Board that the Bureau of Justice Assistance has awarded the City \$6,050.00 from the FY2018 Bulletproof Vest Partnership Grant Program. Motion made by Mr. Grose to accept the grant award, seconded by Mayor Thallemer, carried by unanimous vote.

KEYSTONE SOFTWARE SYSTEMS AGREEMENT/CLERK-TREASURER-

A Disaster Recovery Agreement with Keystone Software Systems for computer software in the Clerk-Treasurer's Office was submitted for approval. The fee for disaster recovery is \$275.00 for 2019. Motion made by Mr. Grose to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

KEYSTONE SOFTWARE SYSTEMS AGREEMENT/WWTU PAYMENT OFFICE-

Keystone Software Systems submitted a Disaster Recovery Agreement on computer software for the WWTU Payment Office. The fee for disaster recovery is \$275.00 for 2019. Motion made by Mr. Grose to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

PAY APPLICATION #7/IFA-SRF #18/SELGE CONSTRUCTION, INC./WWTU-

Wastewater Treatment Utility Manager Brian Davison presented Pay Application #7 to Selge Construction for \$183,091.00, in regards to the Sewer Rehabilitation Project. Also included was Payment Request #18 to Indiana Finance Authority (IFA)/State Revolving Fund 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 Selge Construction, seconded by Mayor Thallemer, carried by unanimous vote.

PAY APPLICATION #5/IFA-SRF #19/SEWER REHABILITATION PROJECT (SMALL DIAMETER)/LAYNE INLINER/WWTU-

Pay Application #5 to Layne Inliner for \$335,392.00, in regards to the Sewer Rehabilitation Project (Small Diameter). Also included was Payment Request #19 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 #3/IFA-SRF #20/SEWER REHABILITATION PROJECT (LARGE DIAMETER)/LAYNE INLINER/WWTU-

Mr. Davison presented Pay Application #3 to Layne Inliner for \$160,628.00 in regards to the Sewer Rehabilitation Project (Large Diameter). Also included was Payment Request #20 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.

ENGINEERING DESIGN SUPPLEMENTAL #2/OSBORN STORMWATER PUMP STATION/WWTU-

Mr. Davison presented a letter from Lawson-Fisher Associates P.C. proposing additional fees to the original services approved in January of 2017. \$1,646.16 needs to be added due to extra permitting fees. Motion made by Mr. Grose to approve Supplemental #2, seconded by Mayor Thallemer, carried by unanimous vote.

BID EVALUATION/NOTICE OF AWARD/WWTU EXPANSION-

Bids for the WWTU Expansion Project were recently advertised. Bids were opened on October 11, 2018 at City Hall. Bids received and amounts were:

1. Kokosing Industrial, Inc. - \$25,710,750.00
2. Williams Brothers Construction, Inc. - \$26,880,000.00
3. Thieneman Construction, Inc. - \$27,173,000.00
4. Bowen Engineering Corporation - \$27,488,000.00
5. Feters Construction - \$30,499,000.00

After reviewing all the bids that were submitted, Wessler Engineering is recommending that the bid be awarded to Kokosing Industrial, Inc. Motion made by Mr. Grose to approve the recommendation, seconded by Mayor Thallemer, carried by unanimous vote.

RESOLUTION #2018-10-02-

Resolution #2018-10-02 was presented for approval. The Resolution approves the acquisition, construction and installation of certain improvements to the Wastewater Treatment Plant through the issuance of revenue bonds. The amount of bonds is not to exceed \$35,000,000.00. Motion made by Mr. Grose to approve Resolution #2018-10-02, seconded by Mayor Thallemer, carried by unanimous vote.

ROCKHILL PINNICK, LLP/LEGAL SERVICES-

An agreement for legal services with attorney Scott E. Reust of Rockhill Pinnick, LLP was presented for approval. The annual contract amount is \$48,000.00, payable in monthly installments of \$4,000.00. Some work will be at the hourly rate set at \$180.00, more specifically set forth within the agreement. Motion was made by Mr. Grose to approve the contract effective January 1, 2019 thru December 31, 2019, seconded by Mayor Thallemer, carried by unanimous vote.

SPECIAL CLAIMS-

Clerk's Office submitted a listing of special claims totaling \$5,448.27. Motion made by Mr. Grose to approve the claims for payment, seconded by Mayor Thallemer, motion carried by unanimous vote.

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$1,942,957.96

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

OTHER MATTERS-

-Park Recreation Director Sheila Wieringa advised the Board that Fall Family Fun was re-scheduled from last Friday night to tonight.

-Ranch Road railroad crossing is scheduled for paving either next Monday or Tuesday.

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