

BOARD OF PUBLIC WORKS & SAFETY

August 20, 2010

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, August 20, 2010 at 10:30 A.M. in the Council Chambers at City Hall. Mayor Ernest B. Wiggins presided and the following persons were noted as present or absent:

PRESENT: Board members Joe Thallemer, Charles Smith and Mayor Wiggins. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, WWTU Manager Brian Davison, City Planner Jeremy Skinner, Park Activities Director Staci Young, Superintendent of Public Works Lacy Francis, Fire Chief Mike Rice, Fire Marshall Mike Wilson, Police Chief Scott Whitaker, Police Captain Bryan Sherwin, Police Lieutenant Kip Shuter, H R Director Jennifer Whitaker, Libbie Tom from the Warsaw Housing Authority, Fred, Marcella, and Michael Heady, Michelle Heady Barger, and Warsaw Times Union reporter Jennifer Peryam.

ABSENT: None.

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

MINUTES –

The minutes from the August 06, 2010 Regular Session and the August 09, 2010 Executive Session were presented for approval. Board member Thallemer made a motion to accept the minutes as presented, seconded by Mr. Smith, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

- 1). WWTU Manager Brian Davison presented the 2010 Billing Rates from Plews, Shadley, Racher & Braun

UNFINISHED BUSINESS-

FRED HEADY/REQUEST FOR CONTINUATION OF HEALTH BENEFITS-

Police Officer Fred Heady came before the board requesting that his family health care benefits be continued upon his retirement on August 31, 2010. Mr. Heady is currently on disability after an accident while on duty in November of 1987. After discussion, motion made by Mayor Wiggins to deny continuing Mr. Heady's family health care benefits, seconded by Mr. Smith carried by unanimous vote

NEW BUSINESS-

WARSAW HOUSING AUTHORITY – RELEASE OF LIEN –

Libbie Tom from Warsaw Housing Authority requested release of lien on mortgages held by the City on the following owners of property:

1. Wayne and Sherry Christenberry-1215 E. Clark St.
2. Geneva Wynn-516 W. Center St.

She reported that the owners have satisfied the 10 year affordability period for the forgivable portion of the rehab loans. Motion made by Mr. Smith to approve the releases, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes).

FIRST FRIDAY EVENT ON SEPTEMBER 3, 2010-

Police Lieutenant Kip Shuter requested the following street closures for the next First Friday event to be held on September 3, 2010 between 3:30 P.M. to 9:00 P.M.: 100 Block of North Buffalo Street, 100 Block of South Buffalo Street, and the 200 Block of South Buffalo Street to the first alley south of Market Street, with the intersections at Center St. and Market St. remaining opened. After discussion motion made by Mr. Thallemer to grant the closures, seconded by Mr. Smith, carried by unanimous vote. (Documentation attached)

DALTON CORPORATION/REQUEST TO CLOSE STREET/POLICE-

Ron Schmucker from Dalton Foundry requested closing E. Jefferson St. from Colfax St. to Lindberg St., in front of the foundry, from 7 a.m. on September 9th, 2010 until 10 a.m. on September 10th, 2010, for an Open House celebrating their 100th anniversary. After discussion, Mr. Smith made a motion to allow the street closure, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached).

QUALITY ENVIRONMENTAL PROFESSIONALS, INC. /PROJECT COMPLETE/ WWTU-

WWTU Manager Brian Davison presented a memorandum from QEPI stating the completion of the corrective action plan that monitored an underground storage tank on WWTU property. The total cost of their services was under by \$3,461.65 from the original \$152,414.00 contract for a final cost of \$148,952.35. Motion made by Mr. Thallemer to accept the notification, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached).

PARK CONTRACTS – AGENDA ITEMS #4 THRU #11 –

Park Activities Director Staci Young presented the following contracts for approval:
Celebracion Latina Entertainer Contracts for September 18, 2010:

- | | |
|--|---------|
| 1) Son De Mexico (Musical Performance) | \$1,000 |
| 2) Meave Productions (Los Bandits) | \$1,100 |
| 3) Paulette Reiger (Dance Demonstration) | \$500 |
| 4) Mariana Diaz (Amusement Rides) | \$475 |
| 5) Pamela Dickson (Face Painting) | \$300 |

Fall Family Fun for October 8, 2010:

- | | |
|----------------------------------|-------|
| 1) The Story Tellers (Bob Myers) | \$356 |
|----------------------------------|-------|

Christmas Events for 2010:

- | | |
|--------------------------------------|---------|
| 1) Camelot Carriage Rides (2 nights) | \$2,200 |
|--------------------------------------|---------|

Mayor Wiggins made a motion to accept the contracts, seconded by Mr. Smith, carried by unanimous vote.

SERVICE AGREEMENT/SANDS OFFICE EQUIPMENT/PARK-

Park Activity Director Staci Young presented a maintenance contract from Sands Office Equipment for the Canon iR 1025 N copy machine at the Boggs office location. The amount of the annual maintenance agreement is \$342.00.

- 1) Annual maintenance agreement with Sands Office Equipment for a Canon Copier/Printer at an annual cost of \$342.

Motion made by Mr. Smith to approve the contract, seconded by Mr. Thallemer, carried by unanimous vote. (Documentation attached to minutes).

GRANT AWARD/INDIANA HOMELAND SECURITY/FIRE-

Fire Chief Mike Rice requested the acceptance of a grant from the 2010 Indiana Homeland Security Foundation Grant in the amount of \$4,000. These funds are for purchases of a torch set with safety equipment, a concrete saw, and shoring jacks. Motion made by Mr. Smith to accept the grant, seconded by Mayor Wiggins, motion carried by unanimous vote. (Award letter attached to minutes).

PLAY IT SAFE FAMILY SAFETY DAY/PAM'S PARTIES/FIRE-

Fire Chief Mike Rice presented a contract with Pamela Dickson of Pam's Parties for two face painters at a cost of \$300. Her services will be provided for the Play it Safe Family Safety Day event at Central Park on September 11th, 2010. Motion made by Mr. Thallemer to accept the contract, seconded by Mr. Smith, carried by unanimous vote. (Documentation attached to minutes).

MDA/FILL-THE-BOOT DRIVE/FIRE

Fire Marshal Mike Wilson asked the board for permission to allow Fire Territory members to participate in the MDA Fill-The-Boot campaign on Saturday September 4th, 2010 from 9:00 a.m. until 1:00 p.m. The Fire Territory will be asking for donations at the intersection of Cleveland Street and Center Street in front of Station Two. Motion made by Mr. Thallemer allowing the members to collect money at the intersection, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes).

PUBLIC AUCTION/UNCLAIMED AND OBSOLETE EQUIPMENT/POLICE-

Police Chief Scott Whitaker presented the board with information for a scheduled public auction to be held at the Warsaw Police Department on Saturday September 18, 2010. Approximately 150 unclaimed bikes will be auctioned off, with the proceeds going to the police pension fund. Proceeds from all the various other items will be placed into the general fund. All city departments were asked to place property in the auction if they wished. After discussion Mr. Thallemer made a motion for the auction to take place, seconded by Mr. Smith, carried by unanimous vote. (Documentation attached to minutes).

OPERATION ROUND UP GRANT/POLICE-

Police Lieutenant Shuter asked for permission to apply for a \$2,500.00 grant through Kosciusko REMC Operation Round Up fund. The grant will go toward the D.A.R.E. program to pay for half the cost to bring a student motivational speaker, "Retro Bill", to Warsaw Community Schools. Mr. Smith made a motion to proceed with the grant, seconded by Mr. Thallemer, carried by unanimous vote. (Documentation attached to minutes).

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker provided for approval one (1) change of payroll/new hire: David Morales – Police, promotion to sergeant. Motion made by Mr. Thallemer to approve as presented, seconded by Mayor Wiggins, carried by unanimous vote.

TRAVEL REQUESTS –

A list setting forth three (3) travel requests: Jonathan Rice - Police Department; Fire Chief Mike Rice – Fire Department; David Beall - Aviation was submitted for approval. Motion made by Mayor Wiggins to approve all travel requests, seconded by Mr. Smith, carried by unanimous vote. (Info. attached to minutes).

SPECIAL CLAIMS –

Clerk's office submitted a listing of special claims for approval of payment totaling \$734.60. Motion was made by Mr. Smith to approve the claims for payment, seconded by Mr. Thallemer, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$6,372,640.52.

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

SYMBIONT/USEPA BROWNSFIELD GRANT/TINKEY PROPERTY-

Mayor Wiggins presented information from Symbiont Science, Engineering & Construction Co. to support the city in the application process procuring an assessment grant to clean up the Tinkey Property located on West Market Street. Symbiont would not require payment if no grant is awarded. After discussion a motion was made by Mr. Thallemer to allow Symbiont to proceed with the grant process, seconded by Mayor Wiggins, 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**

