

BOARD OF PUBLIC WORKS & SAFETY  
JANUARY 04, 2019  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, January 4, 2019 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 Scott Reust, Assistant City Planner Justin Taylor, Park Superintendent Larry Plummer, Jr., Park Recreation Director Sheila Wieringa, Wastewater Superintendent Brian Davison, City Engineer James Emans, Stormwater Coordinator Ryan Workman, Human Resources Director Jennifer Whitaker, InkFree News reporter Maggie Kenworthy, and Times-Union reporter Dan Spaulding.

**ABSENT:** None noted.

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

**MINUTES-**

The minutes from the December 21, 2018 Regular Session were presented for approval. Board Member Clemens made a motion to accept the minutes as presented, seconded by Board Member Grose carried by unanimous vote.

**NEW BUSINESS-**

**ROAD CLOSING REQUEST FORM-**

A form was presented for approval. The form is for road closure requests events that may happen from time to time. After the board noted several changes they would like to see on the form, Mr. Grose made a motion to approve the template, seconded by Mr. Clemens, carried by unanimous vote.

**PARK CONTRACTS-**

Park Recreation Director Sheila Wieringa requested approval of the following park contracts:

- a. Kara Schafer-Canvas painting instructor for Coffee & Canvas - Various Dates - \$500.00 total

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

- b. Our Father's House - Catering for Daddy's Little Sweetheart Dance - \$6.00 per person, 300 maximum - \$1,800.00 maximum.

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

- c. Derek Tenney, DJ - Daddy's Little Sweetheart Dance - February 8<sup>th</sup> & 9<sup>th</sup>, 2019 - \$250.00.

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

**KOSCIUSKO COUNTY REMC OPERATION ROUND-UP GRANT/PARK-**

Mrs. Wieringa requested the board to accept a grant from Kosciusko REMC/Operation Round-Up Fund in the amount of \$1,500.00. The funds will be used in support of the 2019 Family Carnival event. Motion made by Mr. Clemens to accept the grant, seconded by Mr. Grose, carried by unanimous vote.

**ANDERSON PROPERTY MANAGEMENT/PARK-**

Park Superintendent Larry Plummer requested approval of a contract with Anderson Property Management in the amount of \$1,888.88 per month for nine months for a total annual amount of \$16,999.92 for the 2019 Maintenance Agreement. Anderson will plant and maintain eighteen (18) satellite beds and twenty-one (21) urns at Central Park. Mr. Grose made a motion to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

**PAYMENT REQUEST #32/BUFFALO STREET REDEVELOP. PROJECT/REDEVELOP. AUTHORITY/ B&P-**

Assistant City Planner Justin Taylor presented a payment request to Huntington National Bank in the amount of \$33,667.70 for Selge Construction Co., Inc. in regards to various services concerning the Buffalo Street Redevelopment Project. This is the thirty-second (32nd) payment request presented to the Board from bond funds received and held at Huntington Bank for the Redevelopment Authority

Lease Rental Revenue Bonds 2015. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote.

**HRP CONSTRUCTION CONTRACT-**

HRP Construction, Inc. was awarded the bid for the Airport Industrial Park Sewage Project during the November 16, 2018 meeting. Winning bid amount was \$6,090,000.00. Today the contract between the City and HRP is being presented for approval. Motion made by Mr. Grose to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

**HEARTLAND RESTORATION SERVICES/PHASE 2, 3a, & 3b/SHORELINE RESTORATION/STORMWATER-**

A request was made to table this matter. Motion made by Mr. Grose to table the issue, seconded by Mr. Clemens, carried by unanimous vote.

**MEMORANDUM OF UNDERSTANDING (MOU)/LILLY CENTER FOR LAKES AND STREAMS/STORMWATER-**

A MOU was presented between the City (Stormwater Utility) and the Lilly Center for Lakes & Streams to raise awareness and provide education opportunities in grades K-12 on stormwater management. The education opportunities are an MS4 requirement. Total cost of the items listed in the MOU is \$75,000.00, broken down to \$25,000.00 per year on a three-year agreement. Motion was made by Mr. Clemens to accept the MOU, seconded by Mr. Grose, carried by unanimous vote.

**MOU/PADDLERS FOR CONSERVATION INC. (P4C)/STORMWATER-**

A Memorandum of Understanding (MOU) was presented between the City and P4Cpaddleclub, Inc. who will provide several work elements for the Stormwater Utility in managing its best management practices as required by the Indiana Department of Environmental Management (IDEM) and the City's Municipal Separate Storm Sewer System (MS4) status. The paddleclub will perform the work elements at a cost of \$4,000.00. Motion made by Mr. Grose to approve the MOU, seconded by Mr. Clemens, carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth six (6) travel requests for the Fire Territory was presented for approval. Motion made by Mr. Grose to approve the list, seconded by Mr. Clemens, carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim dockets were presented for approval.

Regular Docket - \$1,135,389.91

EOM Docket - \$138,007.72 (included on the docket was the last bond payment for City Hall).

Pension Dockets - \$38,236.89

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

**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**

