

BOARD OF PUBLIC WORKS & SAFETY
APRIL 8, 2019
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Monday, April 8, 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 George Clemens, Jeff Grose, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, City Planner Jeremy Skinner, Police Chief Scott Whitaker, Police Department Systems Administrator Angie Howard, Park Superintendent Larry Plummer, Park Recreation Director Sheila Wieringa, Fire Chief Mike Wilson, Mayors Assistant Staci Young, Warsaw Street Department Superintendent Jeff Beeler, WWTU Manager Brian Davison, Human Resources Administrative Assistant Whitney Olsen, Greg Demopolus from Fat & Skinny Tire Fest, reporter Dan Spaulding from InkFree News, and reporter David Sloan of the Times-Union.

ABSENT: None noted.

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

MINUTES-

The minutes from the March 15, 2019 Regular Session were presented for approval. Mr. Grose made a motion to accept the minutes as presented, seconded by Mr. Clemens, carried by unanimous vote.

RECOGNITION OF VISITORS-

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

None noted.

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS-

PAVEMENT SOLUTIONS, INC.-

Street Superintendent Jeff Beeler presented an agreement with Pavement Solutions, Inc. for Micro Surfacing and Crack Sealing for various roadways in the City. Prices for the services are listed in the agreement. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

FIRST FRIDAY/OTHER EVENTS/2019 STREET CLOSURES-

A request was made for the following streets to be closed for all First Friday events in 2019: Center Street between Lake and Indiana Streets, and Buffalo Street between Main and Market Streets. Additional closures for First Fridays include Market Street from Indiana Street to Lake Street, the 200 block of South Buffalo Street in August, and October's Spooktacular event as well. Motion made by Mr. Grose to approve the closures for First Fridays and Spooktacular, seconded by Mr. Clemens, carried by unanimous vote.

STREET CLOSURES/FAT & SKINNY TIRE FESTIVAL-

The following street closures for the Fat & Skinny Tire Festival were presented for consideration:
Friday, May 17th at 2:00 p.m. until Saturday, May 18th at 12:00 a.m.:

- Center Street between Indiana Street and Lake Street
- Buffalo Street between Main Street and Market Street
- Market Street from Indiana Street to Lake Street*
- W. Market Street from Buffalo Street to the Zimmer/Biomet Round-About*
- 200 block of S. Buffalo Street, 100 and 200 blocks of S. Lake Street, S. Washington Street, and S. Columbia Street. *

*Streets will begin closing around 4:00 p.m. until 11:30 p.m.

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

CUMMINS CROSSPOINT, LLC/FIRE-

Fire Territory Chief Mike Wilson submitted a contract with Cummins Crosspoint, LLC for semi-annual maintenance of generators at each station at an annual cost of \$1,076.14, and at the Police Department for an annual cost of \$572.20. Motion made by Mr. Grose to approve the maintenance agreement, seconded by Mr. Clemens, carried by unanimous vote.

SANDS OFFICE EQUIPMENT SERVICE, INC.-

Chief Wilson presented an annual maintenance agreement with Sands Office Equipment for a copier/printer/fax machine at Station 1. Cost of the agreement is \$300.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

NEW HIRES/CHANGES IN PAYROLL REPORT-

A list of four (4) payroll changes was presented for approval: WWTU- two (2); Police - two (2). It was also noted on the report that "Aviation, B&P, Parks, Street, Police, HR, and Wastewater/Stormwater will be adding staff for summer/seasonal/part/temporary positions." Motion made by Mr. Grose to approve the new hires/change in payroll report seconded by Mr. Clemens, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth thirteen (13) travel requests was presented for approval: Police-eight (8); Fire-two (2); Clerk-Treasurer-two (2); Human Resources-one (1). Motion made by Mr. Grose to approve all travel requests, seconded by Mr. Clemens, carried by unanimous vote.

SS SOFTWARE TECHNOLOGIES, INC./PEOPLETRAK/HR-

Human Resources Administrative Assistant Whitney Olson presented an annual maintenance and support agreement with SS Software Technologies, LLC (PeopleTrak) for support and program maintenance for the software used by the Human Resources Department at a cost of \$1,200.19. Motion was made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

D&D ELECTRIC/CITY HALL-

Mayor's Assistant Staci Young presented a proposal with D&D Electric. D&D will install electrical wiring and transfer switch at City Hall to support generator back-up. Cost of the service will be \$17,778.16. Motion made by Mr. Grose to approve the proposal, seconded by Mr. Clemens, carried by unanimous vote.

GRANT ACCEPTANCE/DANE AND MARY LOUISE MILLER FOUNDATION-

Park Superintendent Larry Plummer requested permission to accept a grant from the Dane and Mary Louise Miller Foundation. The grant amount is \$31,933.00 and will go towards a Pickleball court at Kelly Park. Motion made by Mr. Grose to accept the award, seconded by Mr. Clemens, carried by unanimous vote.

GRANT ACCEPTANCE/K21 HEALTH FOUNDATION-

Mr. Plummer requested acceptance of another grant from the K21 Health Foundation. Amount of the award is \$31,932.50 and will also go towards a Pickleball court at Kelly Park. Motion made by Mr. Clemens to accept the award, seconded by Mr. Grose, carried by unanimous vote.

PARKS CONTRACTS-

Parks Recreation Director Sheila Wieringa requested approval of the following contracts:

1. Gary Enyart/Treated & Released, Blues & BBQ Concert opening act \$750.00.

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

2. Alicia Pyle/Alicia Pyle Quartet, Central Park Series 8-9-19, \$800.00.

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

NOTICE TO PROCEED/ANCHORAGE ROAD PROJECT-

City Planner Jeremy Skinner presented a Notice to Proceed for the Anchorage Road Project. American Structurepoint, Inc. will be performing Preliminary Engineering Services for the Anchorage Road Project. Cost of services will be \$384,000.00, and the Indiana Department of Transportation (INDOT) will reimburse the City 80% of the cost. After discussion a motion was made by Mr. Clemens to approve the notice, seconded by Mr. Grose, carried by unanimous vote.

VERIZON WIRELESS/FEES AND INCENTIVES-

Police Systems Administrator Angie Howard and Police Chief Scott Whitaker presented a fees and incentive list from Verizon Wireless for the Police Department. The list included prices for up to 200 lines and iPad prices if the City expands cell phones/iPads to other departments. Motion made by Mr. Grose to approve the pricing, seconded by Mr. Clemens, carried by unanimous vote.

KOKOSING INDUSTRIAL, INC. /PAY APPLICATION #1/PAY REQUEST #12 IFA-SRF/PLANT EXPANSION PROJECT/WWTU-

Pay Application #1 to Kokosing Industrial and Pay Application #12 to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for \$657,155.00 for funds held at the Bank of New York (BNY) Mellon from the Revenue Bonds of 2018 was presented for approval and payment in reference to the Plant Expansion Project. Motion made by Mr. Clemens to approve the payment to Kokosing Industrial seconded by Mr. Grose, carried by unanimous vote.

SANDS OFFICE EQUIPMENT/COPIER AND MAINTENANCE AGREEMENT-

Wastewater Treatment Plant Manager Brian Davison presented an agreement with Sands Office Equipment. The utility will purchase a new Canon Image Runner 3525i copier for \$7,427.30 plus an annual maintenance agreement for \$770.00. Motion made by Mr. Grose to approve the purchase, seconded by Mr. Clemens, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$4,978,543.37

End of the Month Docket - \$135,263.66

Pension Docket - \$38,918.38

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