

BOARD OF PUBLIC WORKS & SAFETY  
OCTOBER 4, 2019  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday October 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, Fire Territory Chief Mike Wilson, Police Chief Scott Whitaker, City Planner Jeremy Skinner, Assistant City Planner Justin Taylor, City Engineer James Emans, WWTU Manager Brian Davison, Stormwater Coordinator Ryan Workman, H/R Director Jennifer Whitaker, Mayor's Assistant Staci Young, InkFree News reporter Dan Spaulding, and Times-Union reporter David Slone.

**ABSENT:** None noted.

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

**MINUTES-**

The minutes from the September 20, 2019 Regular Session were presented for approval. Board member Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose motion carried by unanimous vote.

**REPORTS/ORAL & WRITTEN COMMUNICATION-**

-Summary of Beyer Farm Greenway Enhancement and Award by the Indiana Association of Floodplain and Stormwater Management for Outstanding Stormwater Project.  
-Certain customers recently received a letter from the City with information on back-billed amounts for their Wastewater charges. Mayor Thallemer advised that the action is under review and may need some sort of action from the Council.

**NEW BUSINESS-**

**FUEL BIDS-**

Bids were solicited and opened for future fuel prices for City vehicles. One (1) bid was received from:  
-Lassus Brothers: \$2.03 for 87 Octane unleaded fuel.

After review a motion was made by Mr. Grose to approve the bid from Lassus, seconded by Mr. Clemens, carried by unanimous vote.

**CERTIFIED TECHNOLOGY PARK/LIFT STATION & GRINDER PUMP SYSTEM BID OPENING-**

Bids were solicited for a lift station and grinder pump system to be installed in the Tech Park. Bids were received from:

1. HRP Construction-\$132,750.01
2. G&G Hauling and Excavating-\$116,288.00

Motion made by Mr. Grose to take the bids under advisement, seconded by Mr. Clemens, carried by unanimous vote.

**PARKING FACILITY LEASE/PHILIP AND MAXINE HARRIS/STEPHEN & CARLA HARRIS -**

A lease to the City for parking facilities with Philip and Maxine Harris was presented for approval. Philip and Maxine's lease is for 24 months, commencing September 2019 and terminating September 2021, for a total cost to the City of \$18,000.00. Motion made by Mr. Clemens approving the lease with Philip and Maxine Harris, seconded by Mr. Grose, carried by unanimous vote.

**PARKING FACILITY LEASE/STEPHEN & CARLA HARRIS -**

Another lease to the City for parking facilities with Stephen and Carla Harris was presented for approval. Stephen and Carla's lease is for 24 months, commencing December 1, 2019 and terminating on November 30, 2021, for a total cost of \$16,800.00. Motion made by Mr. Clemens approving the lease with Stephen and Carla Harris, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION #5/LPA VOUCHER (PE) #5/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT/B&P-**

Senior Assistant City Planner Justin Taylor presented Pay Application #5 to Troyer Group in the amount of \$12,837.00 for the Lincoln School Neighborhood Sidewalk Project. Also included was LPA Voucher (PE) #5 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Preliminary Engineering (PE). Motion made by Mr. Grose to approve Pay Application #5 and LPA Voucher (PE) #5, seconded by Mr. Clemens and carried by unanimous vote.

**PAY APPLICATION #4/LUCERNE PARK AMPHITHEATER PROJECT-**

Mr. Taylor presented Pay Application #4 for the Lucerne Park Amphitheater Project. He is requesting that \$53,094.06 be paid to Roche Construction, Inc. for work completed so far. Motion made by Mr. Clemens to approve the payment, seconded by Mr. Grose, carried by unanimous vote.

**AIRPORT INDUSTRIAL PARK SEWER PROJECT/CHANGE ORDER #2-**

City Planner Jeremy Skinner presented Change Order #2 for the Airport Industrial Park Sewer Project. The Change Order adds additional pavement and wiring work which will increase the project cost by \$78,668.00. Motion made by Mr. Grose to approve the change order, seconded by Mr. Clemens, carried by unanimous vote.

**MEMORANDUM OF UNDERSTANDING (MOU)/NET43-**

Police Chief Scott Whitaker presented a MOU for the Unified Drug Task Force. The MOU commits officers to participate in the county-wide drug task force named NET43. Motion made by Mr. Clemens to approve the MOU, seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #30/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #30 for \$1,170.00 to NV Grant Services, LLC in regards to the Plant Expansion Project was presented for approval. The request will be sent 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 2018. Motion made by Mr. Clemens to approve the payment to NV Grant Services, LLC, seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #31/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #31 for \$360.00 to Wessler Engineering in regards to the Plant Expansion Project was presented for approval. The application will be sent 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 2018. Motion made by Mr. Clemens to approve the payment to Wessler Engineering seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #32/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #32 for \$46,750.00 to Wessler Engineering in regards to the Plant Expansion Project was presented for approval. The application will be sent 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 2018. Motion made by Mr. Clemens to approve the payment to Wessler Engineering seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #33/PLANT EXPANSION PROJECT/KOKOSING INDUSTRIAL, INC. PAY APPLICATION #7/WWTU-**

Pay Application #7 for \$1,654,588.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. Also included was Disbursement Request #33 that will be sent 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 2018. Motion made by Mr. Clemens to approve the payment to Kokosing Industrial, Inc., seconded by Mr. Grose carried by unanimous vote.

**IFA-SRF #42/SEWER REHAB PROJECT/WESSLER ENGINEERING /WWTU-**

A payment request to Wessler Engineering, for \$6,082.00 in regards to the Sewer Rehabilitation Project was presented for approval. Also included was Disbursement Request Form #42 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 the Sewer Rehabilitation Project. Motion made by Mr. Clemens to approve the payment to Wessler Engineering, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION #3 & IFA-SRF #43/SEWER REHAB PROJECT (SMALL DIAMETER NO.2)/INSITUFORM TECHNOLOGIES USA, LLC/WWTU-**

Pay Application #3 to Insituform Technologies USA, LLC, for \$81,592.00 in regards to the Sewer Rehabilitation Project (Small Diameter No. 2) was presented for approval. Also included was Payment

Request #43 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 the Sewer Rehabilitation Project. Motion made by Mr. Clemens to approve the payment to Insituform Technologies USA, LLC, seconded by Mr. Grose, carried by unanimous vote.

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

A New Hire/Change in Payroll report was provided for approval: Park-two (2); and Police-one (1) and more specifically set forth on the list attached to minutes. Motion made by Mr. Grose to approve the report, seconded by Mr. Clemens, carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth two (2) travel requests: Stormwater-one (1); and Aviation-one (1) were submitted for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Mr. Grose, carried by unanimous vote.

**SPECIAL CLAIMS-**

Clerk's office submitted a listing of special claims for approval totaling \$53,094.06. Motion made by Mr. Clemens approving the claims for payment, seconded by Mr. Grose, carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim dockets were presented for approval:

Regular Docket - \$1,359,694.45

EOM Docket - \$41,241.63

Fire & Police Pension Docket - \$39,188.66

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

**OTHER MATTERS-**

**INDIANA DEPARTMENT OF HOMELAND SECURITY GRANT-**

Mayor's assistant, Staci Young, advised the Board that she had received information earlier in the day that the Indiana Department of Homeland Security has awarded the city \$50,000.00 from the State Homeland Security Grant. The funds will go toward a generator at City Hall. Motion made by Mr. Clemens to accept the grant, 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**