

BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 1, 2019
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, November 1, 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 Joseph M. Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, City Planner Jeremy Skinner, WWTU Manager Brian Davison, Police Chief Scott Whitaker, Police Captain Joel Beam, City Engineer James Emans, Street Superintendent Jeff Beeler, H/R Director Jennifer Whitaker, those as noted on the attached attendance sheet, 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 October 18, 2019 Regular Session were presented for approval. Board member Grose made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATION-

None noted.

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS-

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 the service is \$275.00 for 2020. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

212 MEDIA/US 30 EDUCATIONAL PIECES-

Mayor Thallemer presented an agreement from 212 Media to develop educational literature for the proposed US 30 project. Cost of the service from 212 Media will not exceed \$3,000.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

HICKORY STREET-INDIANA DEPARTMENT OF TRANSPORTATION (INDOT) PROJECT-

City Planner Jeremy Skinner presented information from INDOT for preliminary engineering to redesign Hickory Street from Market Street to Main Street for parking. The project is being paid for by the State with no match from the City. Motion made by Mr. Grose to approve the project, seconded by Mr. Clemens, carried by unanimous vote.

GRANT APPLICATION/FY2020/POLICE-

Police Captain Joel Beam requested permission to apply for the following grants provided from the National Highway Transportation Safety Administration (NHTSA) and the Indiana Criminal Justice Institute (ICJI).

1. FY2020 Non-Motorist- approximately \$10,000.00.
2. FY2020 DUI Task Force-approximately \$7,000.00.
3. FY2020 Operation Pull Over-approximately \$12,000.00

Motion made by Mr. Grose approving the requests, seconded by Mr. Clemens, carried by unanimous vote.

IFA-SRF #34/PLANT EXPANSION PROJECT/KOKOSING INDUSTRIAL, INC. PAY APPLICATION #8/WWTU-

Pay Application #8 for \$1,902,375.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. Also included was Disbursement Request #34 that will be sent to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for payment from 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 #44/SEWER REHAB PROJECT/LAYNE INLINER #14 (SMALL DIAMETER)/WWTU-

Payment request #14 to Layne Inliner, for \$170,412.00 in regards to the Sewer Rehabilitation Project was presented for approval. Also included was Disbursement Request Form #44 to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for payment from 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. Grose to approve the payment to Wessler Engineering, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #4 & IFA-SRF #45/SEWER REHAB PROJECT (SMALL DIAMETER NO.2)/INSITUFORM TECHNOLOGIES USA, LLC/WWTU-

Pay Application #4 to Insituform Technologies USA, LLC, for \$47,453.00 in regards to the Sewer Rehabilitation Project (Small Diameter No. 2) was presented for approval. Also included was Payment Request #45 to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for payment from 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. Grose to approve the payment to Insituform Technologies USA, LLC, seconded by Mr. Clemens, carried by unanimous vote.

KELLY PARK STORMWATER DIVERSION/AMENDMENT #1-

Wastewater Utility Manager Brian Davison presented an amendment from Christopher B. Burke Engineering, LLC to provide Professional Engineering Services for the Kelly Park Pond Stormwater Diversion Project. The amendment adds three areas of service for subsurface geotechnical investigation, topographic and bathymetric surveying, stormwater sampling and pond monitoring. Cost of the added services is \$31,000.00. Motion made by Mr. Clemens to approve the amendment, seconded by Mr. Grose, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-

A New Hire/Change in Payroll report was presented for approval: Police-one (1); Clerk-Treasurer-one (1). Motion made by Mr. Clemens to approve the list, seconded by Mr. Grose, carried by unanimous vote.

TRAVEL REQUEST/HR-

A list setting forth two (2) travel requests was presented for approval: Police-two (2). Motion made by Mr. Grose approving the travel request, seconded by Mr. Clemens, carried by unanimous vote.

SUMMARY PLAN DETAIL-DENTAL/GROUP ADMINISTRATORS-

A new/updated Summary Plan Detail for Dental benefits for employees was presented for approval. Group Administrators is the new plan administrator for the City. Motion made by Mr. Clemens to approve the Dental Summary Plan, seconded by Mr. Grose, carried by unanimous vote.

SUMMARY PLAN DETAIL-SHORT TERM DISABILITY (STD)/GROUP ADMINISTRATORS-

A new/updated Summary Plan Detail for STD benefits for employees was presented for approval. Group Administrators is the new plan administrator for the City. Motion made by Mr. Clemens to approve the STD Summary Plan, seconded by Mr. Grose, carried by unanimous vote.

CLAIM DOCKET-

The following claim docket was presented for approval.

Regular Docket - \$1,280,899.75

EOM Docket - \$48,746.75

Pension Docket - \$39,188.66

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

OTHER MATTERS-

GRANT APPLICATION/INDIANA PUBLIC EMPLOYERS PLAN (IPEP)-

HR Director Jennifer Whitaker requested to apply for various grants through IPEP. If awarded, the funds will go to various departments for requested safety items. Motion made by Mr. Grose to approve the application, seconded by Mr. Clemens, carried by unanimous vote.

BUFFALO STREET DEVELOPMENT REPLAT OF LOTS-

Mr. Skinner requested approval of lots located in Section 8, Township 32 North, Range 6 East Wayne Township and in Jacques Addition to the City of Warsaw. The lots are located in the North Buffalo Street Development area. The new subdivision will be referred to as Waterworks Subdivision. Motion made by Mr. Clemens to approve the replat, seconded by Mr. Grose, carried by unanimous vote.

-Mr. Skinner gave updates on several road projects currently close to completion or still in progress.

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