

BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 15, 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 15, 2019 at 10:30 A.M. in the Council Chambers at City Hall. Board Member Jeff Grose presided and the following persons were noted as present or absent:

PRESENT: Board members Jeff Grose and George Clemens. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, City Planner Jeremy Skinner, Senior Assistant City Planner Justin Taylor Police Chief Scott Whitaker, Wastewater Superintendent Brian Davison, Street Superintendent Jeff Beeler, City Engineer James Emans, H/R Director Jennifer Whitaker, others as noted on the attached attendance sheet, InkFree News reporter Dan Spaulding, and Times-Union reporter David Slone.

ABSENT: Mayor Joseph Thallemer.

The meeting was called to order by Mr. Grose, followed by the Pledge of Allegiance.

MINUTES-

The minutes from the November 1, 2019 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose, carried by unanimous vote.

VISITORS-

NEW BUSINESS-

BID OPENINGS/BUFFALO STREET PLAZA-

Bids for the Buffalo Street Plaza were advertised to be received and opened today. Bids were received from:

1. R. Yoder Construction - \$2,267,917.43
2. Selge Construction Company, Inc. - \$2,511,264.30
3. Hamilton/Hunter Builders - \$3,236,502.28

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

PAY APPLICATION #6/LPA VOUCHER (PE) #6/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT/B&P-

Senior Assistant City Planner Justin Taylor presented Pay Application #6 to Troyer Group in the amount of \$1,369.00 for the Lincoln School Neighborhood Sidewalk Project. Also included was LPA Voucher (PE) #6 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. Clemens to approve Pay Application #6 and LPA Voucher (PE) #6, seconded by Mr. Grose and carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (PE) #4/ANCHORAGE ROAD PROJECT/B&P-

City Planner Jeremy Skinner presented a Pay Application to American Structurepoint, Inc. in the amount of \$15,879.86 for the Anchorage Road Project. Also included was LPA Voucher (PE) #4 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. Clemens to approve the Pay Application and LPA Voucher (PE) #4, seconded by Mr. Grose and carried by unanimous vote.

PAY APPLICATION #8/AIRPORT INDUSTRIAL PARK SEWER PROJECT-

Mr. Skinner presented Pay Application #8 on behalf of the Redevelopment Authority for the Airport Industrial Park Sewer Project. The Pay Application is in the amount of \$654,337.22 to HRP Construction from bond proceeds held at Huntington Bank for the Redevelopment Authority Lease Rental Revenue Bonds 2018. Motion made by Mr. Clemens to approve the payment, seconded by Mr. Grose, carried by unanimous vote.

PITNEY BOWES POSTAGE MACHINE/POLICE -

Police Chief Scott Whitaker presented a five (5) - year lease with Pitney Bowes Global Financial Services for a postage meter at the Police Department. The cost is \$580.56 annually. Motion made by Mr. Clemens to approve the lease, seconded by Mr. Grose, carried by unanimous vote.

VEHICLE MANAGEMENT SOFTWARE/STREET-

Street Superintendent Jeff Beeler requested permission to enter into an agreement with EnVue Telematics for vehicle asset management software and support. Cost of the software is \$11,925.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #35/PLANT EXPANSION PROJECT/WWTU-

Disbursement Request #35 to the Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for \$1,170.00 to NV Grant Services, LLC. in regards to the Plant Expansion Project was presented for approval. Payment comes 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 NV Grant Services, LLC seconded by Mr. Grose carried by unanimous vote.

IFA-SRF #36/PLANT EXPANSION PROJECT/WWTU-

Disbursement Request #36 to the Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for \$1,170.00 to NV Grant Services, LLC. in regards to the Plant Expansion Project was presented for approval. Payment comes 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 NV Grant Services, LLC seconded by Mr. Grose carried by unanimous vote.

IFA-SRF #37/PLANT EXPANSION PROJECT/WWTU-

Disbursement Request #37 for \$50,031.00 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. The board asked that a question on the claim asking about the funding source that was checked both yes and no, be changed to yes. Motion made by Mr. Clemens to approve the payment to Wessler Engineering with the amended change, seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #46/SEWER REHABILITATION PROJECT/WWTU-

Disbursement Request #46 for \$10,433.00 to Wessler Engineering in regards to the Sewer Rehabilitation 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 2017. The board asked that a question on the claim asking about the funding source that was checked both yes and no, be changed to yes. Motion made by Mr. Clemens to approve the payment to Wessler Engineering with the amended change, 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: Street-one (1); and Cemetery-one (1). Motion made by Mr. Clemens to approve the report, seconded by Mr. Grose, carried by unanimous vote

TRAVEL REQUESTS/HR-

A list setting forth three (3) travel requests was presented for approval: Planning-one (1); Fire-one (1); and Police-one (1). Motion made by Mr. Clemens approving the list, seconded by Mr. Grose, carried by unanimous vote.

EMPLOYMENT TRAINING/HR-

Human Resource Director Jennifer Whitaker presented an agreement with Reality-Based Leadership to provide a speaker for employee development and training. Cost of the service will be \$10,000.00 with the agreement requesting half of the cost be paid with approval of the agreement. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$2,876,996.34

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

OTHER MATTERS-

-Board Member Grose presented a T-Shirt to Police Chief Scott Whitaker from Tiger head football coach Bart Curtis. The T-shirt commemorates the Warsaw Tigers winning their first ever Sectional Championship on November 8, 2019. The football team will be escorted out of town later today, by the Police and Fire Departments, as they travel to Merrillville to take on the Merrillville Pirates for the Regional Championship.

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