

BOARD OF PUBLIC WORKS & SAFETY
DECEMBER 20, 2019
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, December 20, 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, WWTU Manager Brian Davison, City Planner Jeremy Skinner, Sr. Assistant Planner Justin Taylor, Street Superintendent Jeff Beeler, City Engineer James Emans, Fire Chief Mike Wilson, Police Chief Scott Whitaker, Deputy Police Chief Bryan Sherwin, InkFree News reporter Dan Spalding, and Times- Union reporter David Slone.

ABSENT: None

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

MINUTES-

The minutes from the December 6, 2019 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

UNFINISHED BUSINESS-

NEW BUSINESS-

Bids were solicited to be opened today for a fully-integrated power generator for City Hall. Bids were received from;

1. MacAllister - \$74,910.00
2. Stateline Power Corp. - \$75,170.00
3. Evapar - \$88,335.00

After review of the bids, City Engineer James Emans is recommending that the bid be awarded to MacAllister. Mr. Grose made a motion to approve the recommendation, seconded by Mr. Clemens, carried by unanimous vote.

HOUSING OPPORTUNITIES OF WARSAW/RELEASE OF MORTGAGE-

Pam Kennedy from Housing Opportunities of Warsaw requested a release of mortgage for the following property:

1. Julie Harwood, recorded document #2017061231

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

CITY CONSTRUCTION STANDARDS-

City Engineer James Emans presented Construction Standards for the City. The document includes street, sidewalk, sanitary sewer, stormwater sewer, and pipe drenching specifications and details. Motion made by Mr. Grose to approve the standards, seconded by Mr. Clemens, carried by unanimous vote.

ORGANIZATIONAL AND OPERATIONAL REVIEW/BAKER TILLY-

An agreement with Baker Tilly to provide an Organizational and Operational Review was presented for approval. Baker Tilly will also help with a review and update of a Strategic Plan. Cost of the agreement should not exceed \$64,011.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

KOSCIUSKO COUNTY ECONOMIC DEVELOPMENT (KEDCO) 2020 AGREEMENT-

An updated agreement with KEDCO was presented for approval. KEDCO will assist the City in promoting commercial, industrial and civic development at a cost of \$80,000.00 payable in monthly installments. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

THOMAS EARHART AGREEMENT/CODE HEARING OFFICER/B&P-

An agreement between the City of Warsaw and attorney Thomas Earhart was presented for approval. The agreement, for \$8,100.00 for the year 2020, retains the services of Mr. Earhart as an Independent Hearing Officer and Administrative Law Judge for the City's Code Enforcement. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

COUNTRY CLUB ROAD TRAIL/GRANT ASSISTANCE ACCEPTANCE-

Sr. Assistant City Planner Justin Taylor requested the Board to accept a grant of \$10,000.00 from K21 Foundation to help fund a study for a trail system along Country Club Road. Motion made by Mr. Clemens to accept the grant, seconded by Mr. Grose, carried by unanimous vote.

COUNTRY CLUB ROAD TRAIL/FEASIBILITY STUDY-

Mr. Taylor presented an agreement with A&Z Engineering to conduct a feasibility study and design of a mix-use trail along Country Club Road. Cost of the service will be \$14,950.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #9/AIRPORT INDUSTRIAL PARK SEWER PROJECT-

City Planner Jeremy Skinner presented Pay Application #9 on behalf of the Redevelopment Authority for the Airport Industrial Park Sewer Project. The pay application is in the amount of \$227,818.40 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.

PAY APPLICATION/LPA VOUCHER (PE) #5/ANCHORAGE ROAD PROJECT/B&P-

Mr. Skinner presented a Pay Application to American Structurepoint, Inc. in the amount of \$6,593.84 for the Anchorage Road 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 the Pay Application and LPA Voucher (PE) #5, seconded by Mr. Clemens and carried by unanimous vote.

PAY APPLICATION (CE) #6/MARKET STREET PROJECT PHASE 2/B&P-

Mr. Skinner presented an invoice from VS Engineering, Inc. in the amount of \$15,033.60 for Phase II of the Market Street Project. Motion made by Mr. Clemens to approve the payment and LPA Voucher (CE) #6, seconded by Mr. Grose and carried by unanimous vote.

BID AWARD/BUFFALO STREET PLAZA PROJECT-

Bids were advertised to be opened during the November 15, 2019 meeting for the Buffalo Street Plaza Project. After review Mr. Skinner is recommending Selge Construction be awarded the bid. Selge was the lowest bidder at a price of \$2,511,264.30. Motion made by Mr. Grose to approve the recommendation, seconded by Mr. Clemens, carried by unanimous vote.

SELGE CONSTRUCTION CONTRACT/BUFFALO STREET PLAZA-

A contract with Selge Construction to complete the Buffalo Street Plaza at a cost of \$2,511,264.30 was presented for approval. Motion made by Mr. Grose to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

BUFFALO STREET PLAZA/CHANGE ORDER #1-

Change Order #1 for the Buffalo Street Plaza was presented for approval. The Change Order deletes several options and replaces those items with lower cost options. The Change Order reduces the original cost by \$493,575.00 from \$2,511,264.30 to \$2,017,689.30. Motion made by Mr. Grose to approve the Change Order, seconded by Mr. Clemens, carried by unanimous vote.

AA TAXI/FAST CAB/TAXI PERMITS-

Deputy Police Chief Bryan Sherwin presented applications for three (3) taxicab permits for AA Taxi. The taxis have passed inspection and the Police Department recommends approval of the permits. Motion was made by Mr. Clemens to approve the permits for AA Taxi as set forth within the applications, seconded by Mr. Grose, motion carried by unanimous vote.

Deputy Chief Sherwin then presented applications for six (6) taxicab permits for Fast Cab for approval. The taxis have passed inspection and the Police Department recommends approval of the permits.

Motion was made by Mr. Grose to approve the permits for Fast Cab as set forth within the applications, seconded by Mr. Clemens, motion carried by unanimous vote.

TRAFFIC SIGNAL MODERNIZATION PROJECT/CHANGE ORDER #1-

Street Superintendent Jeff Beeler presented Change Order #1 from Michiana Contracting for the Traffic Signal Modernization Project. The Change Order deducts \$21,914.00 from the contract price due to the Street Department completing some of the work. Motion made by Mr. Grose to approve the Change Order, seconded by Mr. Clemens, carried by unanimous vote.

SINGLE AXLE PLOW TRUCKS WITH DUMP BODIES PURCHASE-

Mr. Beeler requested permission to purchase two (2) single axle plow trucks with dump bodies from Trans Chicago Truck Group/Viking Cives Midwest. Including trade-in allowances, the cost of the purchase will be \$413,862.00 as offered through the National Joint Purchasing Alliance (NJPA), now known as Sourcewell. Motion made by Mr. Clemens to approve the purchase, seconded by Mr. Grose, carried by unanimous vote.

PAVING MACHINE PURCHASE-

Motion made by Mr. Grose to table this matter, seconded by Mr. Clemens, carried by unanimous vote.

STREET SWEEPER PURCHASE LEASE-

Mr. Beeler requested permission to purchase a Street Sweeper from Brown Equipment Company through Public Finance.com. The purchase will be through a lease with US Bankcorp Government Leasing and Finance Company with annual payments of \$64,602.44 for five (5) years. Motion made by Mr. Grose to approve lease purchase, seconded by Mr. Clemens, carried by unanimous vote.

WEST CENTER STREET PROJECT/CHANGE ORDER #1-

Change Order #1 was presented for the West Center Street Project. The Change Order adds \$24,877.41 to the project due to adding an additional block to be paved, changing the contract price from \$205,404.00 to \$230,281.41. Motion made by Mr. Clemens to approve the Change Order, seconded by Mr. Grose, carried by unanimous vote.

WEST CENTER STREET PROJECT/PAY APPLICATION #1-

Mr. Beeler presented Pay application #1 in the amount of \$207,716.07 to Phend and Brown for work completed on the West Center Street paving project. Motion made by Mr. Clemens to approve the pay application, seconded by Mr. Grose, carried by unanimous vote.

WESSLER ENGINEERING, INC. /ON-CALL SERVICES AND 2020 RATES/WWTU-

An agreement between Wessler Engineering, Inc. and Wastewater Treatment Utility was presented for approval. The agreement addresses on-call services as well as hourly rates and reimbursement schedules. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

CHANGE ORDER #3/KOKOSING INDUSTRIAL, INC. /PLANT EXPANSION PROJECT-

Change Order #3 for the Treatment Plant Expansion Project was brought before the Board for consideration. Kokosing Industrial, Inc. is adding nine (9) different items to the work at a cost of \$167,129.00. Motion made by Mr. Grose to approve the Change Order, seconded by Mr. Clemens, carried by unanimous vote.

IFA-SRF #41/PLANT EXPANSION PROJECT/WWTU-

Disbursement Request #41 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 #50/SEWER REHABILITATION PROJECT/WWTU-

Disbursement Request #50 for \$659,614.00 to Layne Inliner, LLC in regards to the Sewer Rehabilitation Project was presented for approval. This is Layne Inliner's 8th and final pay request for the large diameter portion of the project. 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. Motion made by Mr. Grose to approve the payment to Wessler, seconded by Mr. Clemens, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-

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

TRAVEL REQUESTS-

A list setting forth travel requests was presented for approval: Mayor –one (1); HR-one (1); Street-two (2); WWTU-two (2); and Fire-five (5). Motion made by Mr. Grose to approve the travel request, seconded by Mr. Clemens, carried by unanimous vote.

CLAIM DOCKETS-

The following claim docket was presented for approval:

Regular Docket - \$2,708,418.52

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

OTHER MATTERS-

FORD VEHICLE LEASE/POLICE-

During the December 6, 2019 meeting, Police Chief Scott Whitaker asked the Board to approve a lease for a 2020 Ford alternative duty vehicle. Since then, additional stipulations were added to the lease so Chief Whitaker is asking to withdraw the request as he will not be entering into a lease agreement for the vehicle. Motion made by Mr. Grose to approve the withdrawal request, seconded by Mr. Clemens, 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