

BOARD OF PUBLIC WORKS & SAFETY  
DECEMBER 21, 2018  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, December 21, 2018 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 Michael Valentine, WWTU Manager Brian Davison, City Planner Jeremy Skinner, Park Superintendent Larry Plummer, Street Superintendent Jeff Beeler, City Engineer James Emans, Police Chief Scott Whitaker, InkFree News reporter Maggie Kenworthy, and Times- Union reporter Dan Spaulding.

**ABSENT:** None

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

**MINUTES-**

The minutes from the December 7, 2018 Regular Session were presented for approval. Mr. Grose made a motion to accept the minutes as presented, seconded by Mr. Clemens, motion carried by unanimous vote.

**REPORTS/ORAL & WRITTEN COMMUNICATIONS-**

-This is City Attorney Mike Valentines last Board of Works meeting. Mr. Valentine will be retiring at the end of the year and has served the City well for many years.

**UNFINISHED BUSINESS-**

**AWARD BID FOR 2019-2021 RECYCLE CONTRACT-**

Bids were opened during the December 7th meeting for curbside recycling. One bid was received from Borden Waste-Away Service, Inc. and after being reviewed, is acceptable. A contract was also presented for approval today. Motion made by Mr. Clemens to approve the bid and contract with Borden, seconded by Mr. Grose, carried by unanimous vote.

**2019 WCDC FAÇADE AGREEMENT-**

An agreement between the City and Warsaw Community Development Corporation (WCDC) was presented for approval. The agreement grants \$25,000.00 to the WCDC for façade and alley façade improvements. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

**INTERNAL CONTROLS POLICY MANUAL-**

An agreement between the City and H.J. Umbaugh was presented for approval. Umbaugh will develop and write an internal controls manual for the City. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth travel requests was presented for approval: Police – One (1). Motion made by Mr. Grose to approve the travel request, seconded by Mr. Clemens, carried by unanimous vote.

**DESIGN COLLABORATIVE/PARK-**

An agreement between the City and Design Collaborative was presented for approval. Design Collaborative will develop a schematic design for the Center Lake Park Pavilion at a cost of \$15,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**ANCHORAGE ROAD PROJECT/STRUCTUREPOINT-**

An agreement between the City and Structurepoint was presented for approval. Structurepoint will perform preliminary engineering work for the Anchorage Road Project at a total cost of \$384,000.00 with an 80/20 grant match coming from Indiana Department of Transportation (INDOT). Motion made by Mr. Grose, to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

**PAYMENT REQUEST #31/BUFFALO STREET REDEVELOP. PROJECT/REDEVELOP. AUTHORITY/ B&P-**

City Planner Jeremy Skinner presented a payment request to Huntington National Bank in the amount of \$289,552.34 for Selge Construction Co. Inc., in regards to various services concerning the Buffalo Street Redevelopment Project. This is the thirty-first (31st) payment request presented to the Board from bond funds received and held at Huntington Bank for the Redevelopment Authority Lease Rental Revenue Bonds 2015. Motion made by Mr. Grose to approve the request, seconded by Mr. Clemens, carried by unanimous vote.

**PERMISSION TO SEEK FUEL PRICING QUOTES-**

Police Chief Scott Whitaker requested permission to seek sealed quotes for fuel for all City vehicles. The sealed quotes will be opened and read at the January 18, 2019 Board of Works meeting. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote.

**USI ENGINEERING CONTRACT/COLFAX & CLARK STREETS/B&P-**

An agreement between the City and USI Consultants, Inc. was presented for approval. The agreement provides for engineering design services for reconstruction of portions of Lincoln Drive and Johnson Street. Cost of the agreement is \$77,000.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

**NV GRANT SERVICE/WWTU-**

An agreement with NV Grant Service, LLC was presented for approval. NV will provide several services in regards to the Wastewater Treatment Utility Plant Expansion and in conjunction with requirements from the Indiana State Revolving Fund Loan Program (SRF). Cost of the service will be \$28,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION #9 & IFA-SRF #24 SEWER REHAB PROJECT/SELGE CONSTRUCTION, INC./WWTU-**

Pay Application #9 to Selge Construction for \$39,320.00 in regards to the Sewer Rehabilitation Project was presented for approval. Also included was Payment Request #24 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 Phase #1 of the sewer project. Motion made by Mr. Grose to approve the payment to Selge Construction, seconded by Mr. Clemens, carried by unanimous vote.

**PAY APPLICATION #10 & IFA-SRF #25 SEWER REHAB PROJECT/SELGE CONSTRUCTION, INC./WWTU-**

Pay Application #10 to Selge Construction for \$90,433.00 in regards to the Sewer Rehabilitation Project was presented for approval. Also included was Payment Request #25 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 Phase #1 of the sewer project. This is the final pay for Selge Construction in regards to the Sewer Rehabilitation Project. Motion made by Mr. Grose to approve the payment to Selge Construction, seconded by Mr. Clemens, carried by unanimous vote.

**PAY APPLICATION #7 & IFA-SRF #26 SEWER REHAB PROJECT (SMALL DIAMETER)-LAYNE INLINER/WWTU-**

Pay Application #7 to Layne Inliner for \$219,566.00 in regards to the Sewer Rehabilitation Project (Small Diameter) was presented for approval. Also included was Payment Request #26 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 Phase # 1 of the sewer project. Motion made by Mr. Clemens to approve the payment to Layne Inliner, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION #5 & IFA-SRF #27 SEWER REHAB PROJECT (LARGE DIAMETER)-LAYNE INLINER/WWTU-**

Pay Application #5 to Layne Inliner for \$296,982.00 in regards to the Sewer Rehabilitation Project (Large Diameter) was presented for approval. Also included was Payment Request #27 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 Phase # 1 of the sewer project. Motion made by Mr. Clemens to approve the payment to Layne Inliner, seconded by Mr. Grose, carried by unanimous vote.

**NOTICE OF AWARD/WWTU-**

A bid for the Wastewater Treatment Plant Expansion was awarded to Kokosing Industrial, Inc. during the October 19, 2018 meeting. A Notice of Award is being presented today for approval. Motion made by Mr. Grose to approve the notice, seconded by Mr. Clemens, carried by unanimous vote.

**XYLEM/PREVENTATIVE MAINTENANCE AGREEMENTS/WWTU-**

An agreement for preventative maintenance with Xylem Dewatering Solutions, Inc. was presented for approval. The five-year agreement is in regards to the new lift station on Buffalo Street at a cost of \$5,298.07 per year. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim docket was presented for approval.

Regular Docket - \$5,884,176.02

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**