

BOARD OF PUBLIC WORKS & SAFETY  
APRIL 17, 2020  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, April 17, 2020 at 10:30 A.M. in the Council Chambers at City Hall and by dial-in access per emergency procedures. 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, and the following people joined the meeting by dial-in access through Go To Meeting: City Attorney Scott Reust, City Planner Jeremy Skinner, Fire Territory Chief Mike Wilson, WWTU Manager Brian Davison, and Street Superintendent Jeff Beeler. The meeting was also presented live over the City's web-site at <https://www.warsaw.in.gov>.

**ABSENT:** None noted.

**MINUTES-**

The minutes from the March 20, 2020 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.

A memorandum of items that were discussed and signed on April 3, 2020 between Mayor Thallemer and Clerk-Treasurer Lynne Christiansen was presented. The memorandum was presented instead of minutes since no actual meeting was called to order on the 3<sup>rd</sup> due to the Public Health Emergency Order for the Board of Works approved by the Board on March 20, 2020. Mr. Grose made a motion to approve the memorandum, seconded by Mr. Clemens, carried by unanimous vote.

**UNFINISHED BUSINESS-**

**(4-3-2020 Board of Public Works & Safety-Public Health Emergency/COVID-19 Procedure items)-**

**PAY APPLICATION/LPA VOUCHER (PE) #9/ANCHORAGE ROAD PROJECT/B&P-**

A Pay Application to American Structurepoint, Inc. in the amount of \$3,000.72 for the Anchorage Road Project was presented for the Mayor to review. Also included was LPA Voucher (PE) #9 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Preliminary Engineering (PE).

**PAY APPLICATION (CE) #7/MARKET STREET PROJECT PHASE 2/B&P-**

Pay Application #7 to VS Engineering, Inc. in the amount of \$19,566.94 for Phase II of the Market Street Project was reviewed by the Mayor.

**PAY APPLICATION (CE) #8/MARKET STREET PROJECT PHASE 2/B&P-**

Pay Application #8 to VS Engineering, Inc. in the amount of \$39,067.89 for Phase II of the Market Street Project was reviewed by the Mayor.

**PAY APPLICATION (CE) #9/MARKET STREET PROJECT PHASE 2/B&P-**

Pay Application #9 to VS Engineering, Inc. in the amount of \$42,265.57 for Phase II of the Market Street Project was reviewed by the Mayor.

**LPA VOUCHER (PE) #11/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT/B&P-**

Pay Application #11 to Troyer Group in the amount of \$17,012.00 for the Lincoln School Neighborhood Sidewalk Project was reviewed by the Mayor. Also included was LPA Voucher (PE) #11 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Preliminary Engineering (PE).

**STREET CLOSURE-**

**KOSCIUSKO COUNTY FARMER'S MARKET, LLC/STREET CLOSURE-**

A request was made for the 100 block of West Center Street be closed weekly for the Farmer's Market. The closure will take place every Saturday starting May 2nd and run through October 31, 2020 from 7:30 a.m. – 1:30 p.m.

**LEAF VAC TRUCK PURCHASE-**

Street Superintendent Jeff Beeler submitted a memo asking to purchase a self-contained Leaf Vac Truck at a substantial savings to the City. The truck is a 2010 Freightliner chassis with a 2010 OBD SCL800 25 Yard Dual Steer. Cost of the truck is \$55,000.00 and will be purchased through U.S. Municipal. The memo included an opinion letter from the City Attorney citing IC 5-22-10-5 as a special purchase at a substantial savings.

**CLAIM DOCKETS-**

The following claim dockets were presented for approval:

Regular Docket - \$1,215,636.23

End of the Month Docket -\$56,025.56

Pension Docket - \$36,950.91

After a discussion of all the items listed from April 3, 2020, a motion was made by Mr. Grose to approve all of the above items, seconded by Mr. Clemens, carried by unanimous vote.

**NEW BUSINESS-**

**LEGAL SERVICES AGREEMENT/FIRE TERRITORY-**

Fire Territory Chief Michael Wilson requested for approval a Fee Agreement/Employment Letter for 2020 with Beers Mallers Backs & Salin, LLP for legal services for the Warsaw-Wayne Fire Territory. The fees are more specifically set forth within the agreement. Motion made by Mr. Clemens to accept the agreement, seconded by Mr. Grose, carried by unanimous vote.

**WARSAW-WAYNE FIRE TERRITORY/GRANT ASSISTANCE ACCEPTANCE-**

A grant from the K21 Foundation was presented for acceptance. The grant is in the amount of \$236,130.00 for Mechanical CPR Devices. Motion made by Mr. Grose to accept the grant funding, seconded by Mr. Clemens, carried by unanimous vote.

**AIRPORT INDUSTRIAL PARK SEWER PROJECT/CHANGE ORDER #4-**

Change Order #4 for the Airport Industrial Park Sewer Project was reviewed. The Change Order adds additional road work and line revision which will increase the project cost by \$64,382.00 with HRP Construction. Motion made by Mr. Clemens to approve the change order, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION #12/AIRPORT INDUSTRIAL PARK SEWER PROJECT-**

Pay Application #12 on behalf of the Redevelopment Authority for the Airport Industrial Park Sewer Project was reviewed. The Pay Application is in the amount of \$323,996.20 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.

**PROPERTY PURCHASE/ENGLEWOOD/802 E. CENTER**

City Planner Jeremy Skinner requested permission to enter into a purchase agreement with Englewood to purchase property along the 800 blocks of Center and Market Streets for a Senior Housing Project. Cost of the purchase is \$300,000.00. Motion made by Mr. Grose to approve the purchase, seconded by Mr. Clemens, carried by unanimous vote.

**PIKE LAKE SHORLINE RESTORATION/STORMWATER-**

An Agreement between the City and Cardno, Inc. was presented for approval. Cardno will produce a project design and manage shoreline stabilization along Pike Lake. The project includes a canoe launch site, designated fishing areas, and a permeable walkway connecting the public restrooms to parking area by the Author Street Bridge. Cost of the services is not to exceed \$24,450.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose carried by unanimous vote.

**CORE MECHANICAL SERVICES, INC./MAINTENANCE AGREEMENT-**

An Agreement with CORE Mechanical Services, Inc. was presented for approval. The three-year maintenance agreement is for exhaust fans, boilers, mini split units, air supplies RTUS, and AC items servicing the Wastewater Treatment Plant. Cost is \$32,822.00 over the term of the agreement. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**D&D ELECTRIC/PREVENTATIVE MAINTENANCE/EMERGENCY ON-CALL/WWTU-**

An Agreement from D&D Electric to perform annual thermal imaging and on-call work at the Treatment Utility and lift stations was reviewed. Cost of the services will be \$13,800.00 for the plant, \$11,500.00 for the lift stations, and \$350.00 per service call plus labor fees. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #51/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #51 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 pay request, seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #52/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #52 for \$3,435.00 to Wessler Engineering in regards to the Wastewater 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. Grose to approve the pay request, seconded by Mr. Clemens, carried by unanimous vote.

**IFA-SRF #53/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #53 for \$1,166,744.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. This is Kokosing's 13<sup>th</sup> pay request. 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. Grose to approve the pay request, seconded by Mr. Clemens, carried by unanimous vote.

**IFA-SRF #56/SEWER REHABILITATION PROJECT/WWTU-**

Disbursement Request #56 for \$201,446.00 to Layne Inliner, LLC in regards to the Sewer Rehabilitation Project was presented for approval. This is Layne Inliner's 16th pay request for the small 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 pay request, seconded by Mr. Clemens, carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim docket was presented for approval:

Regular Docket - \$2,357,876.30.

Motion made by Mr. Clemens to approve the claim docket for payment, seconded by Mr. Grose, motion carried by unanimous vote.

**ATTEST:**

**Lynne Christiansen, Clerk-Treasurer**