

BOARD OF PUBLIC WORKS & SAFETY
May 15, 2020
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday May 15, 2020 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 George Clemens and Mayor Thallemer. Also present was Clerk-Treasurer Lynne Christiansen, City Planner Jeremy Skinner, Senior Assistant City Planner Justin Taylor, Human Resources Director Jennifer Whitaker, Street Department Superintendent Jeff Beeler, and InkFree News Reporter Laska Randals. The following people joined the meeting by dial-in access through Go To Meeting: Board Member Jeff Grose, Police Chief Scott Whitaker and Fire Chief Mike Wilson. The meeting was also presented live over the City's web-site at <https://www.warsaw.in.gov>.

ABSENT: None noted.

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

MINUTES-

The minutes from the May 1, 2020 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

None noted.

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS-

IMPAC/NEOPOST/QUADIANT LEASING/POSTAGE MACHINE/CLERK'S OFFICE-

A five (5) - year Lease & Maintenance Agreement with Impac/Neopost/Quadiant Leasing for the postage machine located in the Clerk's Office, at a cost of \$152.92 per month and paid quarterly, was presented for approval. Motion made by Mr. Clemens to approve lease, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

ASSISTANCE TO FIREFIGHTERS GRANT/COVID-19-

Fire Chief Mike Wilson requested this item be withdrawn. Motion made by Mr. Clemens to withdraw this item, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

COTTAGE WATCHMAN SECURITY SYSTEMS/WWFT-

Chief Wilson requested approval of an annual agreement with E.F. Rhoades & Sons/Cottage Watchman for fire alarm monitoring at Station #2. Cost is \$337.50 plus \$135/hour. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

NALOXONE (NARCAN) RESCUE KIT GRANT REQUEST/WWFT-

Chief Wilson requested permission to apply for a grant through Indiana State Health Department to receive Naloxone (Narcan) kits that will be distributed to first responders throughout the County. Motion made by Mr. Clemens to approve the application, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

BUFFALO STREET PLAZA/PAY APPLICATION #1/B&P-

City Planner Jeremy Skinner presented Pay Application #1 for the Buffalo Street Plaza project. Selge Construction Inc. is requesting \$346,446.00 for work completed to date. Motion made by Mr. Clemens to approve the pay application, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

LPA VOUCHER (PE) #12/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT/B&P-

Senior Assistant City Planner presented a pay request to Troyer Group in the amount of \$11,694.50 for the Lincoln School Neighborhood Sidewalk Project. Also included was LPA Voucher (PE) #12 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 request and LPA Voucher (PE) #12, seconded by Mr. Clemens and by a roll call vote of all members the motion was carried by unanimous vote.

REVENUE SHARING MEMORANDUM OF UNDERSTANDING (MOU)LEXISNEXIS-COPLAGIC SOLUTIONS/POLICE-

Police Chief Scott Whitaker requested permission to enter into an MOU with LexisNexis/Coplogic Solutions. LexisNexis will offer purchase of accident reports on-line at Buycrash.com and the City will receive \$8.00 for each accident report sold. The MOU is at no cost to the City. Motion made by Mr. Clemens to approve the MOU, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

BID AWARD/LINCOLN & JOHNSON STREET-

Bids were solicited for the Lincoln and Johnson Streets Reconstruction Project. Bids were received from Niblock Excavating, Inc. for \$987,761.00 and Phend & Brown for \$752,123.60. After review of the bids, it is recommended to award the bid to Phend & Brown for \$752,123.60. After discussion Mr. Grose made a motion to approve the bid award to Phend & Brown, seconded by Mr. Clemens, and by a roll call vote of all members the motion was carried by unanimous vote.

MACALLISTER POWER SYSTEMS SERVICE AGREEMENT QUOTES/WWTU-

Wastewater Utility Manager Brian Davison presented three (3)-year service agreement quotes with MacAllister Power Systems at a cost of \$57,760.00. The quotes are for service and maintenance agreements at several lift stations, the Center Street pump station, the plant generator and portable generators. Motion made by Mr. Clemens to accept the quotes, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

IFA-SRF #54/PLANT EXPANSION PROJECT/WWTU-

Disbursement Request #54 for \$1,066,746.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. This is Kokosing's 14th 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, and by a roll call vote of all members the motion was carried by unanimous vote.

IFA-SRF #55 & #56/PLANT EXPANSION PROJECT/WWTU-

Disbursement Requests #55 for \$7,240.00 and #56 for \$54,092.00 to Wessler Engineering in regards to the Wastewater Plant Expansion Project were presented for approval. Both applications 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. Clemens to approve both pay requests, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

IFA-SRF #57/SEWER REHABILITATION PROJECT/WWTU-

Disbursement Request #57 for \$710.00 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. Motion made by Mr. Clemens to approve the pay request, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

NEW HIRES/CHANGES IN PAYROLL REPORT-

The Human Resources Department presented a new hire/change in payroll report listing fourteen (14) positions affected: Park-6; Cemetery-2; and 1 each for Fire, Police, Building & Plan, Street, WWTU, and Aviation. Motion made by Mr. Grose to approve the report, seconded by Mr. Clemens, and by a roll call vote of all members the motion was carried by unanimous vote.

CORONAVIRUS RELIEF FUND ACCEPTANCE CERTIFICATION-

Mayor Thallemer requested that the Board approve funding to the City through the CARES Act from the Coronavirus Relief Fund Program which will be managed by the Indiana Finance Authority. The City has been granted \$484,742.00. The funds will be made available to reimburse certain expenses incurred due to

COVID-19 and the funding is based on population. Motion made by Mr. Clemens to approve the funding and acceptance, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

CLAIM DOCKETS-

The following claim docket was presented for approval:

Regular Docket - \$2,146,932.27

Motion made by Mr. Clemens to approve all claims for payment, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

OTHER MATTERS-

GRANT AWARD/CPR EQUIPMENT/FIRE-

Chief Wilson requested approval of a grant award from K21 Health Foundation. The award was in the amount of \$236,130.00 and will go toward the purchase of AutoPulse CPR appliances. Motion made by Mr. Clemens to approve the award, seconded by Mr. Grose, and by a roll call vote of all members the motion was carried by unanimous vote.

CONTRACT/LINCOLN & JOHNSON STREETS PROJECT/PHEND & BROWN-

Earlier in the meeting the bid for the Lincoln & Johnson Streets project had been awarded to Phend & Brown. Mr. Beeler requested the Board to approve a contract with Phend & Brown for the work to be done. Motion made by Mr. Grose to approve the contract, seconded by Mr. Clemens, and by a roll call vote of all members the motion was carried by unanimous vote.

-Police Chief Scott Whitaker advised the Board that Officer Greg Oberlin would be retiring on May 30, 2020.

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