

BOARD OF PUBLIC WORKS & SAFETY
July 2, 2019
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Thursday July 2, 2020 at 10:30 A.M. in the Council Chambers at City Hall. Board Member George Clemens presided and the following persons were noted as present or absent:

PRESENT: Board member George Clemens. Also present Clerk-Treasurer Lynne Christiansen, City Planning Director Jeremy Skinner, Assistant City Planner Jonny Latsko, Asst. WWTU Manager Larry Hyden, Park Superintendent Larry Plummer, Human Resources Director Jennifer Whitaker, and InkFree News reporter Laska Randels. The following people joined the meeting by dial-in access: Board Members Mayor Thallemer and Jeff Grose, City Attorney Scott Reust, and Police Chief Scott Whitaker. 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 Mr. Clemens followed by the Pledge of Allegiance.

MINUTES-

The minutes from the June 19, 2020 Regular Session were presented for approval. Mayor Thallemer made a motion to accept the minutes as presented, seconded by Mr. Grose and by a roll call vote the motion was carried by unanimous vote.

UNFINISHED BUSINESS-

STREET CLOSURE-

During the June 19, 2020 meeting, an organization had submitted a request for street closure on Saturday, July 25th and the Board tabled the matter. No contact has been made with or by the organizer for details on the event titled "I'm Going to Love You Thru It." Mayor Thallemer made a motion to table the request again, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

NEW BUSINESS-

ROAD CLOSURE-

The following road closure request was presented:

-Block Party (Patrick Loeb), north half of the 200 block of North Maple Avenue, Saturday, October 10, 2020, 4:00 p.m. – 11:00 p.m.

Motion made by Mr. Grose to approve the closure, seconded by Mayor Thallemer, and by a roll call vote the motion was carried by unanimous vote.

INDIANA ARTS COMMISSION GRANT AWARD/PARKS-

Park Superintendent Larry Plummer advised the board that the Park had received notification from the Indiana Arts Commission that the City was awarded \$4,050.00 for the 2020-2021 grant cycle. The funds will be used to support the Central Park Concert Series. This is a matching grant and appropriate funds have been budgeted to meet the requirements. Mayor Thallemer made a motion to accept the grant, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

PARK OFFICE DESIGN DEVELOPMENT-

A proposal with Design Collaborative was presented for approval. Earlier this year an agreement with Design Collaborative was approved for the design and update of the Center Lake Pavilion that would house the Park Department Office. Since then, it was decided to house the office within the proposed new maintenance building at the corner of Indiana and Fort Wayne Streets. Design Collaborative will provide a redesign of the maintenance building to include the office, at a cost of \$35,700.00. Motion made by Mayor Thallemer to approve the proposal, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

WRIGHT TREE SERVICE MEMORANDUM OF UNDERSTANDING (MOU)/PARKS-

Mr. Plummer presented an MOU between the City and Wright Tree Service. Don Watson, an arborist from Wright Tree Service, has asked to use the parks to train its employees as well as City employees. The training will identify problem trees and remove the trees at no cost to the City. Motion made by

Mayor Thallemer to approve the MOU, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

OUTDOOR SEATING CERTIFICATE OF APPROVAL APPLICATION-

Assistant City Planner Jonny Latsko requested the following area for outdoor seating be approved:

1. 110 Craft Meastery, 110 N. Buffalo Street.

Motion made by Mayor Thallemer to approve the seating, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

PAY APPLICATION #14/AIRPORT INDUSTRIAL PARK SEWER PROJECT-

Pay Application #14 on behalf of the Redevelopment Authority for the Airport Industrial Park Sewer Project was reviewed. The Pay Application is in the amount of \$430,525.44 to HRP Construction from bond proceeds held at Huntington Bank for the Redevelopment Authority Lease Rental Revenue Bonds 2018. Motion made by Mayor Thallemer to approve the payment, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

SEWER REHAB PROJECT/SUBSTANTIAL COMPLETION/LAYNE INLINER-

A Certificate of Substantial Completion was presented for approval. This is in reference to the Small Diameter portion of the Sewer Rehabilitation Project with Layne Inliner. A “punch list” of five items was listed for completion, but Assistant WWTU Superintendent, Larry Hyden, advised that four of those items have been completed. Motion made by Mayor Thallemer to approve the Certificate, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

IFA-SRF #62, #63, & #64/PLANT EXPANSION PROJECT/WWTU-

Pay Applications to Wessler Engineering in regards to the Plant Expansion Project were presented for approval. Pay Application #62 is for \$17,451.00; #63 is for \$48,706.00; and #64 is for \$10,980.00. All of the 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 Mayor Thallemer to approve the payments to Wessler Engineering, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

IFA-SRF #65/PLANT EXPANSION PROJECT/WWTU-

A Pay Application for \$1,170.00 to NV Grant Services, LLC 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. Motion made by Mayor Thallemer to approve the payment to NV Grant Services, LLC, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

IFA-SRF #59/SEWER REHABILITATION PROJECT/WWTU-

Disbursement Request #59 for \$490.00 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. Grose to approve the pay request, seconded by Mayor Thallemer, and by a roll call vote the motion was carried by unanimous vote.

TRAVEL REQUEST-

A list setting forth one (1) travel request, Police-1, was presented for approval. Motion made by Mayor Thallemer to approve the travel request, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

2020 TAKE- HOME VEHICLE-

One (1) Take-Home Vehicle Request Form was presented for approval for an employee in the Street Department to be used to drive back and forth from work, as well as weather call-outs and will be charged per IRS guidelines. Motion made by Mr. Grose to approve the Take-Home Vehicle Request, seconded by Mayor Thallemer, and by a roll call vote the motion was carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$2,314,818.44

End of the Month-\$36,076.73

Pension - \$35,467.71

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

OTHER MATTERS-

WASTEWATER/STORMWATER LATE PAYMENT SUSPENSION CONTINUATION-

During the June 5, 2020 session the Board approved suspending late charges on Wastewater/Stormwater fees and the filing of liens until the August, 2020 billing cycle. On June 30, 2020, Governor Holcomb issued Executive Order 20-33 further extending prior directives. Item 2b of the order addresses the prohibition on discontinuing utility services until August 14, 2020. With the extension of the order, the Board considered expanding the suspension of late payment fees until the October 2020 billing cycle. Motion made by Mayor Thallemer to approve the extension of the suspension of late fees and the filing of liens until the October 2020 billing cycle, seconded by Mr. Grose, and by a roll call vote, the motion was 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