

BOARD OF PUBLIC WORKS & SAFETY
August 07, 2020
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, August 7, 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, Jeff Grose and Mayor Thallemer. Also present was Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Assistant Senior City Planner Justin Taylor, Human Resources Director Jennifer Whitaker, Street Department Superintendent Dustin Dillon, City Engineer James Emans, WWTU Manager Brian Davison, Police Chief Scott Whitaker, Police Captain Joel Beam, Fire Chief Mike Wilson, InkFree News reporter Laska Randals and Nick Deranek from WRSW. The meeting was also presented live over the City's web-site at <https://www.warsaw>

ABSENT: None noted.

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

MINUTES-

The minutes from the July 17, 2020 Regular Session were presented for approval. Motion to approve the minutes was made by Mr. Clemens, seconded by Mr. Grose, carried by unanimous vote.

NEW BUSINESS-

CUBMOBILE RACES 2020/STREET CLOSURE-

The following street closures for the 2020 Cubmobile races were requested: North Indiana Street from the first alley north of Center Street to the parking lot at Central Park; Main Street from High Street to the drive-way of WWFT Station #1; and Fort Wayne Street from Buffalo Street to the rear parking lot entrance of the Zimmer Building on Saturday, September 12th from 6:00 a.m. to 3:00 p.m. for the annual Cubmobile races. Mr. Grose made a motion to allow the street closures, seconded by Mr. Clemens, carried by unanimous vote.

JOHN C. PETERSON POST 49/AMERICAN LEGION 100TH ANNIVERSARY CELEBRATION/STREET CLOSURE-

This item was a walk-in and not listed on the agenda. The following street closure for Post 49 of the American Legion was requested: Fort Wayne Street between Buffalo and Lake Streets. The Post will be celebrating its 100th Anniversary on Saturday August 15th with the closure being from 10:00 a.m. to 4:30 p.m. Motion made by Mr. Grose to approve the closure, seconded by Mr. Clemens, carried by unanimous vote.

TEMPORARY ALLEY CLOSURE-

A request was made to close the east half of the east-west alley between the 100 block of W. Market Street and the 100 block of W. Jefferson Street. The closure will be from September 7, 2020 until September 19, 2020 for the Northeast Regional Partnership Make-It-Your-Own Mural Fest and installation of a mural. Motion made by Mr. Clemens to approve the closure, seconded by Mr. Grose, carried by unanimous vote.

KEYSTONE ANNUAL SOFTWARE AGREEMENT/CLERK-TREASURER-

An annual Software Maintenance Agreement with A.E. Boyce Company, Inc. /Keystone Software Systems for fund, assets, and payroll software for the Clerk-Treasurer's Office was presented for approval. The contract amount for 2020-2021 is \$7,490.00. Mr. Grose made a motion to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

EMERGENCY MEDICAL SERVICE TRAINING INSTITUTE/WWFT-

Fire Chief Mike Wilson presented an application to the State of Indiana Emergency Medical Services Commission for licensing of the Fire Territory as an EMS Training Institute. Motion made by Mr. Clemens to approve the application, seconded by Mr. Grose, carried by unanimous vote.

PAY APPLICATION #13/MOSAIC BUILDING SOLUTIONS/FIRE-

Pay Application #13 to Mosaic Building Solutions was presented for approval. The Pay Application is in the amount of \$58,502.00 for the construction of Fire Station #3. This is the final payment to Mosaic. Motion made by Mr. Grose to approve Pay Application #13 to Mosaic Building Solutions, seconded by Mr. Clemens, carried by unanimous vote.

MEMORANDUM OF UNDERSTANDING (MOU)/COVID-19 TESTING AMENDMENT-

Earlier this year a MOU between Kosciusko County and the City of Warsaw for COVID-19 testing through Medstat was approved. A new MOU was presented today for COVID-19 testing through Parkview with the County paying for two-thirds of the testing and the City paying one-third of the costs associated with the testing. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

CHANGE ORDER #1/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT-

Change Order #1 for the Lincoln Neighborhood Sidewalk Project was presented. The Change Order adds \$31,500.00 to the original agreement with The Troyer Group, Inc. due to right-of-way issues, ground disturbance close to the Cemetery, and parcel acquisitions. Motion made by Mr. Grose to approve Change Order #1, seconded by Mr. Clemens, carried by unanimous vote.

LPA VOUCHER (PE) #15/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT/B&P-

Senior City Planner Justin Taylor presented a pay request to The Troyer Group, Inc. in the amount of \$25,557.50 for the Lincoln School Neighborhood Sidewalk Project. Also included was LPA Voucher (PE) #15 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. Clemens to approve the request and LPA Voucher (PE) #15, seconded by Mr. Grose, and by roll call, carried by unanimous vote.

RIGHT-OF-WAY SERVICES CONTRACT/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT/B&P-

A contract between the City and The Troyer Group, Inc. was presented for approval. The contract is for right-of-way services in regards to the Lincoln School Neighborhood Sidewalk Project at a cost of \$122,170.00. Motion made by Mr. Clemens to approve the contract, seconded by Mr. Grose, carried by unanimous vote.

CHANGE ORDER #2/BUFFALO STREET PLAZA PROJECT-

Change Order #2 for the Buffalo Street Plaza Project was presented. The Changer Order was issued due to modification of the pavilion structure, elimination of pavers, relocating electric service drop, and credit for alternate railing. This Change Order reduces the contract price with Selge Construction by \$300,355.00 for an overall updated contract price of \$2,196,480.80. Motion made by Mr. Grose to approve the Change Order, seconded by Mr. Clemens, and by roll call, carried by unanimous vote.

BUFFALO STREET PLAZA/PAY APPLICATION #3/B&P-

Pay Application #3 for the Buffalo Street Plaza project was presented for approval. Selge Construction, Inc. is requesting \$100,138.50 for work completed to date. Motion made by Mr. Grose to approve the pay application, seconded by Mr. Clemens, carried by unanimous vote.

SCHOOL RESOURCE OFFICERS/WCS/POLICE-

Police Chief Scott Whitaker presented an agreement between Warsaw Community Schools and the City to provide resource officers. The City will provide four (4) officers to rotate between various schools and the school system will reimburse the City and provide funds for two of those officers. Motion made by Mr. Clemens to accept the agreement, seconded by Mr. Grose, carried by unanimous vote.

2020 S.A.V.E. GRANT/POLICE-

Earlier this year the Board gave approval for the Police Department to apply for the 2020 S.A.V.E (Stop Arm Violation Enforcement) Grant. The grant has been awarded and the Kosciusko County Traffic Safety Partnership will distribute approximately \$5,000.00 to the City for the grant period of October 1, 2019 through September 30, 2020. Motion made by Mr. Clemens to accept the funds, seconded by Mr. Grose, carried by unanimous vote.

CHANGE ORDER #1/LINCOLN DR & JOHNSON ST. RECONSTRUCTION-

Street Superintendent Dustin Dillon presented Change Order #1 for the Lincoln/Johnson Reconstruction project. The Change Order is due to redesigned storm sewer and relocation of sanitary sewer laterals. The Change Order adds \$19,653.00 to the contract bringing the new total to \$771,776.60. Motion made by Mr. Grose, to approve the Change Order, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #1/LINCOLN DR. & JOHNSON ST. RECONSTRUCTION PROJECT-

Pay Application #1 to Phend & Brown for work done at the Lincoln/Johnson Reconstruction site was presented for approval. The amount is \$83,875.50. Motion made by Mr. Grose, to approve Pay Application #1 to Phend & Brown, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #2/LINCOLN DR. & JOHNSON ST. RECONSTRUCTION PROJECT-

Pay Application #2 to Phend & Brown for work done at the Lincoln/Johnson Reconstruction site was presented for approval. The amount is \$104,544.00. Motion made by Mr. Grose, to approve Pay Application #2 to Phend & Brown, seconded by Mr. Clemens, carried by unanimous vote.

UNITED STATES DEPARTMENT OF THE INTERIOR/US GEOLOGICAL SURVEY (USGS)/PIKE LAKE LEVEL GAGE/STORMWATER UTILITY-

Wastewater Utility Manager Brian Davison presented a Joint-Funding Agreement between the City and the US Department of Interior/U.S. Geological Survey, to monitor water levels at Pike Lake. The cost of the annual agreement is \$4,000.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

CENTER LAKE STORM SEWER REHAB PROJECT/WESSLER ENGINEERING-

An agreement with Wessler Engineering was presented for approval. Wessler will provide engineering services to rehabilitate about 2,025 linear feet of 36" storm sewer at a cost not to exceed \$31,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #67 & #68/PLANT EXPANSION PROJECT/WWTU-

Pay Applications #67 and #68 for \$1,170.00 each to NV Grant Services, LLC in regards to the Plant Expansion Project was presented for approval. 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 Mr. Clemens to approve the payments to NV Grant Services, LLC, seconded by Mr. Grose, and carried by unanimous vote.

IFA-SRF #69 #70/PLANT EXPANSION PROJECT/WWTU-

Disbursement Request #69 for \$63,180.00 and Disbursement Request #70 for \$12,140.00, both to Wessler Engineering, in regards to the Plant Expansion Project were presented for approval. 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 Mr. Grose to approve the payments to Wessler Engineering seconded by Mr. Clemens, carried by unanimous vote.

IFA-SRF #71/PLANT EXPANSION PROJECT/KOKOSING INDUSTRIAL, INC./PAY APPLICATION #17/WWTU-

Pay Application #17 for \$656,504.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. Also included was Disbursement Request #71 that 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 the payment to Kokosing Industrial, Inc., seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #60/SEWER REHABILITATION PROJECT/WWTU-

Disbursement Request #60 for \$1,999.00 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 payment to Wessler Engineering seconded by Mr. Clemens, carried by unanimous vote.

WASTEWATER SOLUTIONS, INC./PROCESS CONTROL & DATA MANAGEMENT/WWTU-

An agreement with Wastewater Solutions, Inc. was presented for approval. Wastewater Solutions will develop a new process control and data management spreadsheets and modify linking of existing plant spreadsheets. Cost of the services will be \$19,400.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

SANITARY SEWER REHAB 2020/WESSLER ENGINEERING/WWTU-

An agreement with Wessler Engineering was presented for approval. Wessler will provide professional services for evaluation, design, bid, and construction of various sanitary sewer lines due for rehabilitation. Cost of the services will be \$83,000.00. Motion made by Mr. Clemens, to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth one (1) travel requests: Police-one (1); was submitted for approval. Motion made by Mr. Grose approving the travel request, seconded by Mr. Clemens, carried by unanimous vote.

NEW HIRES/CHANGES IN PAYROLL REPORT-

A list of three (3) new hires/payroll changes was presented for approval: Street-one (1); Police-two (2). Motion made by Mr. Clemens to approve the report, seconded by Mr. Gross, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$2,601,295.06

End of the Month Docket – \$94,938.41

Fire & Police Pension Docket - \$35,828.15

Motion made by Mr. Clemens to approve all claims for payment, seconded by Mr. Grose, 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