

BOARD OF PUBLIC WORKS & SAFETY  
SEPTEMBER 18, 2020  
11:15 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, September 18, 2020 at 11:15 a.m. in the Council Chambers at City Hall. Board Member Jeff Grose presided and the following persons were noted as present or absent:

**PRESENT:** Board members Jeff Grose and George Clemens. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, City Planner Jeremy Skinner, Senior Assistant City Planner Justin Taylor, WWTU Manager Brian Davison, Park Recreation Director Sheila Wieringa, Police Chief Scott Whitaker, Fire Chief Mike Wilson, Street Superintendent Dustin Dillon, and InkFree News reporter Laska Randels.

**ABSENT:** Mayor Joseph Thallemer.

The meeting was called to order by Mr. Grose, followed by the Pledge of Allegiance.

**MINUTES-**

The minutes from the September 4, 2020 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose, motion carried by unanimous vote.

**REPORTS/ORAL & WRITTEN COMMUNICATIONS-**

-Wastewater Treatment Utility Manager Brian Davison reported on several Change Orders for the Sewer Rehabilitation Project and Plant Expansion Project that were approved during the September 4, 2020 meeting.

**NEW BUSINESS-**

**DOWNTOWN STREET CLOSURES-**

The following street closures for downtown events were requested:

1. **FIRST FRIDAYS for October, November, and December (revised)** - The revision included approval from the Health Department. The closures are scheduled for 3:00 p.m. thru 10:00 p.m. during the events. Motion made by Mr. Clemens to approve the revisions, seconded by Mr. Grose, carried by unanimous vote.

**PARKS CONTRACTS-**

Parks Recreation Director Sheila Wieringa requested approval of the following Parks contract:

- a. Heather Widner /Painting Class – not to exceed \$600.00.

Motion made by Mr. Clemens to approve the above contract, seconded by Mr. Grose, carried by unanimous vote.

**KCCF AND KREMC GRANT APPLICATIONS REQUEST/CENTRAL PARK CONCERT SERIES/PARKS-**

Parks Activity Director Sheila Wieringa requested approval to apply for a Kosciusko County Community Foundation, Inc. (KCCF) grant for \$5,000.00. This would be for the 2021 fiscal cycle in support of the Central Park Concert Series. She also asked permission to apply for a Kosciusko REMC (KREMC) Operation Round-Up grant in the amount of \$1,500.00. If the funds are awarded to the City, she will use them in support of the Family Carnival event that will take place in July of 2021. Motion made by Mr. Clemens to proceed with the grant process, seconded by Mr. Grose, carried by unanimous vote.

**ELECTRIC VEHICLE (EV) INFRASTRUCTURE GRANT/B&P-**

Senior Assistant City Planner Justin Taylor requested permission to apply for an EV infrastructure grant. The grant is offered through the Indiana Department of Environmental Management (IDEM) in conjunction with Michiana Area Council of Governments (MACOG) who will administer the grant. The grant may cover up to 90%, or \$9,000.00, for the estimated cost of \$15,000.00 for an EV charging station. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote.

**BUFFALO STREET PLAZA/PAY APPLICATION #5/B&P-**

Pay Application #5 for the Buffalo Street Plaza project was presented for approval. Selge Construction, Inc. is requesting \$147,757.73 for work completed to date. Motion made by Mr. Clemens to approve the pay application, seconded by Mr. Grose, carried by unanimous vote.

**AIRPORT INDUSTRIAL PARK SEWER PROJECT/CHANGE ORDER #5-**

Change Order #5 for the Airport Industrial Park Sewer Project was reviewed. The Change Order decreases the project cost by \$39,868.79 with HRP Construction due to quantities not used. Motion made by Mr. Clemens to approve the Change Order, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION #15/AIRPORT INDUSTRIAL PARK SEWER PROJECT-**

Pay Application #15 on behalf of the Redevelopment Authority for the Airport Industrial Park Sewer Project was reviewed. The Pay Application is in the amount of \$640,072.80 to HRP Construction from bond proceeds held at Huntington Bank for the Redevelopment Authority Lease Rental Revenue Bonds 2018. Motion made by Clemens to approve the payment, seconded by Mr. Grose, and by a roll call vote the motion was carried by unanimous vote.

**PURCHASE OF CASE LOADER-**

Street Department Superintendent Dustin Dillon requested permission to purchase a 2020 Case Loader from RPM Machinery in conjunction with the Indiana Department of Transportation (INDOT) purchasing agreement. Cost of the equipment will be \$116,054.73. Motion made by Mr. Clemens to approve the purchase pending an opinion letter from the City Attorney, seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #73/PLANT EXPANSION PROJECT/KOKOSING INDUSTRIAL, INC./PAY APPLICATION #18/WWTU-**

Pay Application #18 for \$409,525.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. Also included was Disbursement Request #73 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 #74/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #74 for \$19,541.00 to Wessler Engineering in regards to the Plant Expansion Project was presented for approval. The request 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 Wessler Engineering seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #75/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #75 for \$66,465.00 to Wessler Engineering in regards to the Plant Expansion Project was presented for approval. The request 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 Wessler Engineering seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #76/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #76 for \$1,170.00 to NV Grant Services, LLC in regards to the Plant Expansion Project was presented for approval. The request 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 NV Grant Services, LLC seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #62/SEWER REHABILITATION PROJECT/WWTU-**

Disbursement Request #62 for \$1,498.00 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 payment to Wessler Engineering seconded by Mr. Grose, carried by unanimous vote.

**NEW HIRE/CHANGE IN PAYROLL REPORT-**

A New Hire/Change in Payroll report was presented for approval: Police-one (1). Motion made by Mr. Clemens to approve the list, seconded by Mr. Grose, carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth three (3) travel requests was submitted for approval. Motion made by Mr. Clemens to approve the list, seconded by Mr. Grose, carried by unanimous vote.

**CLAIM DOCKET-**

The following claim docket was presented for approval:

Regular Docket - \$2,439,858.85

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**