

BOARD OF PUBLIC WORKS & SAFETY
OCTOBER 2, 2020
11:15 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday October 2, 2020 at 11:15 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 Jeff Grose, George Clemens, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Fire Territory Chief Mike Wilson, Street Superintendent Dustin Dillon, City Planner Jeremy Skinner, Assistant City Planner Justin Taylor, City Engineer James Emans, WWTU Manager Brian Davison, Utility Payment Office Supervisor Rebecca Jenkins, H/R Director Jennifer Whitaker, First Friday Coordinator Paula Bowman, Jason Brown from 110 Craft Meatery, and InkFree News reporter Lasca Randels.

ABSENT: None noted.

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

MINUTES-

The minutes from the September 18, 2020 Regular Session were presented for approval. Board member Grose made a motion to accept the minutes as presented, seconded by Mr. Clemens, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATION-

NEW BUSINESS-

DOWNTOWN STREET CLOSURES-

The following street closures for a downtown event were requested:

1. **Halloween Spooktacular-**Spooktacular will be a drive-thru event this year due to the COVID-19 Pandemic and is scheduled for Friday, October 30, 2020. The same streets that were approved earlier this year for First Friday closures will be part of the path for the drive-thru event with the addition of the 200 and 300 blocks of North Buffalo Street and North Indiana Street per the map that was included with the request. The closures are scheduled for 3:00 p.m. thru 10:00 p.m.

Motion made by Mr. Clemens to approve the street closures, seconded by Mr. Grose, carried by unanimous vote.

2. **Babes, Bubbles, and Brunch by One Ten Craft Meatery-** 100 block of North Buffalo Street, Saturday, October 10, 2020 from 9:00 a.m. to 5:00 p.m.

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

SPECIAL TRAVEL REQUEST/WWFT-

Fire Chief Mike Wilson requested permission for firefighter Brent Fifer to travel out- of- state (Ohio) for Fireground Company Officer Training. Motion made by Mr. Clemens to approve the request pending the status of any closures in Ohio due to COVID-19, seconded by Mr. Grose, carried by unanimous vote.

VIDEO CONFERENCING UPGRADES/BIT COMPUTERS-

A request was made for upgrades to the Audio/Visual System in the Council Chambers as well as the second floor conference room. BIT Computers will perform the work to integrate wireless screen sharing and video conferencing at a cost of \$18,323.27. Motion made by Mr. Grose to approve the request, seconded by Mr. Clemens, carried by unanimous vote.

LAND DONATION-

Senior City Planner Justin Taylor advised the Board that the City recently received an offer to accept a land donation. The property is known as the "North portion of Lot 24 of Thralls Addition", Parcel #004-040-073.A. Motion made by Mr. Grose to accept the donation pending a title investigation, seconded by Mr. Clemens, carried by unanimous vote.

LPA VOUCHER (PE) #17/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT/B&P-

Mr. Taylor presented a Pay Request to The Troyer Group, Inc. in the amount of \$1,845.00 for the Lincoln School Neighborhood Sidewalk Project. Also included was LPA Voucher (PE) #17 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) #17, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #4/LINCOLN DR. & JOHNSON ST. RECONSTRUCTION PROJECT-

Pay Application #4 to Phend & Brown for work done at the Lincoln/Johnson Reconstruction site was presented for approval. The amount is \$94,579.00. Motion made by Mr. Clemens to approve Pay Application #4 to Phend & Brown, seconded by Mr. Grose, carried by unanimous vote.

SUMMER CREDIT CHANGE/WWPO-

Utility Payment Office Supervisor Rebecca Jenkins requested the Board consider changing the dates of the summer credit option offered to payees due to watering of landscapes, etc. She would like the dates to be changed from February 15th - September 15th to March 15th - October 15th. She is also requesting that the winter average billing dates be changed to January - March rather than November - January. Any changes would need final approval from the Council through an Ordinance, but she wanted the Board's approval before moving forward with an Ordinance for the Council. Motion made by Mr. Grose to approve the request, seconded by Mr. Clemens, carried by unanimous vote.

FEASIBILITY STUDY/SPRINGHILL ROAD RAVINE & WETLAND AREA-

An agreement with Cardno, Inc. was presented for approval. Cardno will complete a site investigation and engineering feasibility study to address stormwater problems around 1614 Springhill Road ravine and wetland area. Cost of the service will be \$8,500.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #77/PLANT EXPANSION PROJECT/KOKOSING INDUSTRIAL, INC. PAY APPLICATION #19/WWTU-

Pay Application #19 for \$287,634.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. Also included was Disbursement Request #77 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 #78/PLANT EXPANSION PROJECT/WWTU-

Disbursement Request #78 for \$64,005.00 to Wessler Engineering 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 Mr. Grose to approve the payment to Wessler Engineering seconded by Mr. Clemens, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth two (2) travel requests: Police-two (2), was submitted for approval. Motion made by Mr. Grose to approve the travel requests, seconded by Mr. Clemens, carried by unanimous vote.

SPECIAL CLAIMS-

Clerk's office submitted a listing of special claims for approval totaling \$150,000.00. Motion made by Mr. Clemens approving the claims for payment, seconded by Mr. Grose, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$2,227,228.83

EOM Docket - \$45,818.42

Fire & Police Pension Docket - \$35,828.15

Motion made by Mr. Clemens to approve all claims for payment, seconded by Mr. Grose, motion carried by unanimous vote.

OTHER MATTERS-

-Mr. Grose, who is a member of the Deer Reduction Task Force, advised that in the first fifteen days of the reduction effort 18 deer have been harvested.

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