

BOARD OF PUBLIC WORKS & SAFETY  
NOVEMBER 6, 2020  
11:15 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, November 6, 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 Joseph M. Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, City Planner Jeremy Skinner, WWTU Manager Brian Davison, Wastewater Payment Office Supervisor Rebecca Jenkins, Police Chief Scott Whitaker, Police Captain Joel Beam, City Engineer James Emans, H/R Director Jennifer Whitaker, Pam Kennedy from Warsaw Housing Authority, InkFree News reporter Laska Randels, and Times-Union reporter David Slone.

**ABSENT:** None noted.

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

**MINUTES-**

The minutes from the October 16, 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-**

1. Pause and Honor Veterans.
2. First Friday, scheduled for tonight November 6, 2020, has been cancelled due to increasing numbers of individuals testing positive for Covid-19. Donations of non-perishable foods, cleaning items, etc. will still be taken in the City Hall parking lot from 5 p.m. - 8 p.m.

**UNFINISHED BUSINESS-**

None noted.

**NEW BUSINESS-**

**HOUSING OPPORTUNITIES OF WARSAW/RELEASE OF MORTGAGE-**

Housing Opportunities of Warsaw requested a release of mortgage for the following properties:

1. Lucht, recorded document #2018060742
2. Vega, recorded document #2017061236

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

**AIRPORT HANGAR #121 DOOR MODIFICATION BID-**

Bids were recently solicited for a new hangar door at the Airport. After review it was determined that Robinson Construction was the lone responsive bidder for the price of \$644,262.00. Airport Manager Nick King asked for the Board to approve the bid for the replacement of the hangar door to Robinson Construction. Motion made by Mr. Grose to approve the bid, seconded by Mr. Clemens, carried by unanimous vote.

**PAY APPLICATION/LPA VOUCHER (PE) #14/ANCHORAGE ROAD PROJECT/B&P-**

City Planner Jeremy Skinner presented a Pay Application to American Structurepoint, Inc. in the amount of \$3,369.87 for the Anchorage Road Project. Also included was LPA Voucher (PE) #14 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 Pay Applications and LPA Voucher (PE) #14, seconded by Mr. Grose, carried by unanimous vote.

**BUCHAN DEED OF DEDICATION-**

Mr. Skinner presented a Deed of Deduction from the Thomas Buchan Estate. The Deed is for the public way and street known as Fruitridge Drive. Motion made by Mr. Grose to approve the Deed of Dedication, seconded by Mr. Clemens, carried by unanimous vote.

**PRO AIR/2021 AGREEMENT/POLICE & FIRE-**

Police Chief Scott Whitaker presented the annual service agreement with Pro Air Midwest, Inc. for both the Police Department and Fire Territory. This is for servicing air tank equipment at both departments. Cost to the Police Department is \$1,220.00 and cost to the Fire Territory is \$2,440.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

**INTER-LOCAL AGREEMENT/CENTRAL SQUARE/SUPERION RECORDS MANAGEMENT SYSTEM/POLICE-**

Chief Whitaker presented an inter-local agreement with Kosciusko County. The 2021 annual agreement for \$30,000.00 will be used for maintenance fees as well as access to Central Square/Superion Records Management System. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**GRANT APPLICATION/FY2021 C.H.I.R.P./POLICE-**

Police Captain Joel Beam requested permission to apply for the following grants provided from the National Highway Transportation Safety Administration (NHTSA) and the Indiana Criminal Justice Institute (ICJI).

1. Comprehensive Hoosier Highways Injury Reduction Program (C.H.I.R.P. f/k/a OPO and DUI) \$20,000.00.

Motion made by Mr. Clemens approving the request, seconded by Mr. Grose, carried by unanimous vote.

**PAY APPLICATION #5/LINCOLN DR. & JOHNSON ST. RECONSTRUCTION PROJECT-**

Pay Application #5 to Phend & Brown for work done at the Lincoln/Johnson Reconstruction site was presented for approval. The amount is \$128,385.26. Motion made by Mr. Grose to approve Pay Application #5 to Phend & Brown, seconded by Mr. Clemens, carried by unanimous vote.

**SUMMER CREDIT RETROACTIVE REQUEST/WWPO-**

Wastewater Payment Office Supervisor Rebecca Jenkins brought a request before the Board from a Wastewater Utility customer to forgive partial payment of a wastewater bill due to an above normal amount of water use that did not go through the wastewater system. The customer was billed \$177.50 in August and \$392.10 in September. The billing averages \$32.50 during the winter months. After discussion Mr. Clemens made a motion to forgive the current billing of \$392.10, seconded by Mr. Grose, carried by unanimous vote.

**BID AWARD/CENTER LAKE STORM DRAIN REHAB-**

Bids were recently solicited for the Center Lake Storm Drain Rehabilitation Project. After review of the bids, Granite Inliner was determined to be the lowest responsive bidder with a bid of \$219,922.00. Motion made by Mr. Grose to approve the bid from Granite Inliner, seconded by Mr. Clemens, carried by unanimous vote.

**IFA-SRF #81/PLANT EXPANSION PROJECT/WESSLER ENGINEERING/WWTU-**

Disbursement Request #81 for \$53,063.00 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 payment from 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, seconded by Mr. Grose carried by unanimous vote.

**IFA-SRF #64/SEWER REHAB PROJECT/WESSLER ENGINEERING/WWTU-**

Disbursement Request #64 for \$5,290.00 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 payment from funds held at the Bank of New York (BNY)Mellon from the Revenue Bonds of 2017 for the Sewer Rehabilitation Project. 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-four (4); Street-one (1). Motion made by Mr. Grose to approve the list, seconded by Mr. Clemens, carried by unanimous vote.

**CLAIM DOCKET-**

The following claim docket was presented for approval.

Regular Docket - \$2,474,273.53

EOM Docket - \$89,144.24

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-**

**SEWER LEINS-**

Rebecca Jenkins requested permission to resume the filing of liens for wastewater accounts that are 90 days in arrears. Due to the Covid-19 Pandemic, filings had been suspended earlier this year. After discussion a motion was made by Mr. Grose to resume the filings, seconded by Mr. Clemens, 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**