

BOARD OF PUBLIC WORKS & SAFETY
September 3, 2010
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, September 3, 2010 at 10:30 A.M. in the Council Chambers at City Hall. Mayor Ernest B. Wiggins presided and the following persons were noted as present or absent:

PRESENT: Board members Joe Thallemer, Charles Smith and Mayor Wiggins. Also present Clerk-Treasurer Lynne Christiansen, City Planner Jeremy Skinner, WWTU Manager Brian Davison, WWTU Payment Office Supervisor Mary Lou Plummer, Fire Chief Mike Rice, Park Activity Director Staci Young, H/R Director Jennifer Whitaker, Police Captain Bryan Sherwin, Police Officer Mike Cox, Jason Wade, J.R. Parent, Sherry, Bill and Greg Winn, and Warsaw Times Union reporter Jennifer Peryam.

ABSENT: City Attorney Michael Valentine

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

MINUTES –

The minutes from the August 20, 2010 Regular Session were presented for approval. Board member Smith made a motion to accept the minutes as presented, seconded by Mr. Thallemer, motion carried by unanimous vote.

UNFINISHED BUSINESS- none noted.

NEW BUSINESS –

STREET CLOSURE/FAMILY SAFETY DAY, 9-11 MEMORIAL SERVICE/FIRE-

Police Officer Mike Cox requested permission to close a section of Canal Street on September 11, 2010 during the Family Safety Day festivities being held at Central Park. He requested that the street be closed from 9:00 a.m. until 5:00 p.m. Motion made by Mr. Smith to approve the street closure, seconded by Mr. Thallemer, carried by unanimous vote.

INDIANA ARTS COMMISSION/GRANT AWARD/PARK-

Parks Activity Director Staci Young presented a grant award letter to the board from the Indiana Arts Commission. The letter is for grant funding for the 2010-2011 grant cycle in the amount of \$3,003.00. The funds will go toward supporting the Friday Evening Performing Arts Series and Celebracion Latina. The award is a matching grant and funds have been budgeted to meet the requirements. Motion made by Mr. Thallemer to accept the grant, seconded by Mr. Smith, carried by unanimous vote.

UNPAID LIEN/815 E. CLARK ST./ WWTU-

WWTU Payment Office Supervisor Mary Lou Plummer came before the board to request a release of lien at 815 East Clark Street. The property owner, Jason Wade, has been remodeling the home and Indian-American Water Company has confirmed that the water has been turned off from November 20, 2007 until August 12, 2010. Since September of 2007 the city has placed a total of \$2,383.44 in liens on the property with \$1,600.65 being paid for an outstanding balance of \$782.79. The property is scheduled for Kosciusko County's upcoming tax sale on September 22, 2010. Mr. Wade has requested that the city release the unpaid lien since no water has been used since November of 2007. After discussion, Mr. Thallemer made a motion to release the lien, seconded by Mayor Wiggins, carried by unanimous vote. (Letter attached to minutes).

EMERGENCY REPAIR REQUEST PLANT#2/WWTU-

WWTU Manager Brian Davison advised the Board that a mechanism on clarifier number one (1) at Plant #2 is beginning to fail because of settling. He asked the board to approve fixing the problem now before total failure occurs. Mr. Smith requested that Mr. Davison keep the board updated on the progress of the repairs and after further discussion Mr. Thallemer made a motion to repair the problem, seconded by Mayor Wiggins, carried by unanimous vote.

MASON ENGINEERING & CONTRACTING/REPAIR CONTRACT PLANT

#2/WWTU-

WWTU Manager Brian Davison presented a contract with Mason Engineering & Contracting to correct the settling problems of clarifier #1 at Plant #2. The estimated cost for the project is \$102,390.00. After discussion Mr. Smith made a motion to accept the contract, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes).

JOHN KIMPLE & ASSOCIATES/COST & LABOR RATES/BUILDING & PLANNING-

City Planner Jeremy Skinner gave the Board the labor cost rate schedule from John Kimple & Associates, Inc. for 2010 ranging from \$50 per hour to \$150 per hour. After discussion, Mr. Smith made a motion to accept the rates, seconded by Mr. Thallemer, carried by unanimous vote. (Documentation attached to minutes).

J.R. PARENT/WARSAW RETIREMENT LLC/PLANNING-

City Planner Jeremy Skinner, speaking for Warsaw Retirement LLC, requested a reduction on the sewer tap fees for future expansion of Warsaw Retirement LLC. Mr. Skinner gave information that extending their wastewater line will cost \$29,000.00 and using a twelve (12) inch line compared to an eight (8) inch line will cost an additional \$4,282. The twelve (12) inch line will benefit the City as residential and commercial growth takes place in that area. After discussion, Mr. Thallemer made a motion to reduce the tap fee to \$24,718.00, seconded by Mayor Wiggins, carried by unanimous vote.

A & Z ENGINEERING, LLC/DUBOIS DRIVE IMPROVEMENT STUDY /PLANNING-

City Planner Jeremy Skinner presented a proposal from A&Z Engineering Services for recommend improvements on Dubois Drive between Provident Drive and Parker Street. The recent improvements along Dubois Drive have caused confusion for drivers and property owners, causing the City to consider alternatives on traffic flow. After discussion, Mr. Smith made a motion to proceed with the engineering study, seconded by Mr. Thallemer, carried by unanimous vote.

ARGONNE RD/PARKER ST. CONSTRUCTION/14th & 15th VOUCHERS - INDOT –

City Planner Jeremy Skinner submitted for approval the 14th and 15th LPA invoice vouchers to INDOT for the engineering costs on the Argonne Rd./Parker St. project for a total amount of \$46,755. 87. After discussion a motion was made by Mr. Smith to approve the LPA Invoice-Vouchers, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

TRAVEL REQUESTS –

A list setting forth twenty-two (22) travel requests: Fire-3, Mayor Ernie Wiggins-1, Councilmen Joe Thallemer-1 and Kyle Babcock-1, Planning Dept.-2, Human Resource Director Jennifer Whitaker-1, Street-4 and Police-8, and Clerk-Treasurer-1 (verbal) were submitted for approval. Motion made by Mr. Smith to approve all travel requests, seconded by Mr. Thallemer, carried by unanimous vote. (Info. attached to minutes).

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker provided for approval five (5) change of payroll/new hires: Gabriel Balazs–Police janitor, Ronald Nethaway-Patrol Officer, Tyler Thomas-Cemetery, Jesse Hite-Street, and Ronald Hunter-WWTU. Motion made by Mr. Thallemer to approve as presented, seconded by Mr. Smith, carried by unanimous vote.

SPECIAL CLAIMS –

Clerk's office submitted a listing of special claims for approval of payment totaling \$1,496.45. Motion was made by Mr. Thallemer to approve the claims for payment, seconded by Mayor Wiggins, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS–

The following claim dockets were presented for approval.

Regular Docket - \$246,573.33 / EOM Docket - \$7,275,142.81 / Pension Docket - \$51,117.35.

Motion made by Mayor Wiggins to approve all claims for payment, seconded by Mr. Thallemer, motion carried by unanimous vote.

1ST SOURCE BANK AGREEMENT –

Clerk-Treasurer Christiansen presented an agreement with 1st Source Bank for on-line banking services at no cost to the City. The agreement is also for name changes on the account from

Elaine Call to Lynne Christiansen. Motion made by Mr. Smith to approve the agreement, seconded by Mayor Wiggins, carried by unanimous vote. (Copy attached to minutes).

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