

BOARD OF PUBLIC WORKS & SAFETY  
JANUARY 15, 2021  
11:15 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, January 15, 2021 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:** Present in the Council Chambers were Board members Jeff Grose, George Clemens, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, Fire Territory Chief Mike Wilson, firefighters Jacob Johnson, Kyle Martin and their spouses and children and Human Resources Director Jennifer Whitaker. Attending virtually were City Attorney Scott Reust, WWTU Manager Brian Davison, Wastewater Coordinator Ryan Workman, Director of Community Development Jeremy Skinner, City Planner Justin Taylor, Park Superintendent Larry Plummer, and Deputy Police Chief Bryan Sherwin.

**ABSENT:** None noted.

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

**MINUTES-**

The minutes from the January 6, 2021 Regular Session were presented for approval. Motion made by Mr. Grose to approve the minutes as presented, seconded by Mr. Clemens, carried by unanimous vote.

**OATHS OF OFFICE-**

Mayor Thallemer administered Oaths of Office to firefighters Jacob Johnson and Kyle Martin.

**NEW BUSINESS-**

**ZOLL MEDICAL MAINTENANCE CONTRACT-**

Fire Chief Wilson presented a contract with Zoll Medical Corporation. Zoll will perform preventive maintenance of the four defibrillator monitors the Fire Territory has, which may limit liability of the Territory due to monitor failure. Cost of the yearly maintenance agreement will be \$1,020.00. Motion made by Mr. Clemens to approve the contract, seconded by Mr. Grose, carried by unanimous vote.

**WAYNE TOWNSHIP/PARKS CONTRACT-**

Park Superintendent Larry Plummer presented the 2021 Contract with Wayne Township for approval. Wayne Township agrees to pay the City \$75,000.00 in 2021 in support of the parks for Township residents, and more specifically set forth within the agreement. Motion made by Mr. Grose to accept the contract, seconded by Mr. Clemens, carried by unanimous vote.

**PAY APPLICATION/LPA VOUCHER (PE) #16/ANCHORAGE ROAD PROJECT/B&P-**

Director of Community Development Jeremy Skinner presented a Pay Application to American Structurepoint, Inc. in the amount of \$8,374.40 for the Anchorage Road Project. Also included was LPA Voucher (PE) #16 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) #16, seconded by Mr. Grose, carried by unanimous vote.

**ELECTRICAL FACILITIES EASEMENT/NORTHERN INDIANA PUBLIC SERVICE COMPANY (NIPSCO)/B&P-**

City Planner Justin Taylor presented a contract with NIPSCO for an electrical easement on the southwest corner of Canal St and Detroit St. NIPSCO intends to install a new power pole and guy wires at that location. Motion made by Mr. Grose to approve the easement, seconded by Mr. Clemens, carried by unanimous vote.

**PAY APPLICATION/LPA VOUCHER (ROW) #1/LINCOLN SCHOOL SIDEWALK PROJECT/B&P-**

Mr. Taylor presented a Pay Application to Troyer Group in the amount of \$28,042.50 for the Lincoln School Sidewalk Project. Also included was LPA Voucher (Right-of-Way Services) #1 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant. Motion made by Mr. Grose to approve the Pay Application and LPA Voucher (ROW) #1, seconded by Mr. Clemens, carried by unanimous vote.

**AA TAXI/FAST CAB/TAXI PERMITS-**

Deputy Police Chief Bryan Sherwin presented applications for two (2) taxicab permits for AA Taxi. The taxis have passed inspection and the Police Department recommends approval of the permits. The interior of the vehicles has not been inspected by the Police Department Mechanic due to COVID-19 safety concerns. Motion was made by Mr. Clemens to approve the permits for AA Taxi as set forth within the applications, seconded by Mr. Grose, motion carried by unanimous vote.

Deputy Chief Sherwin then presented applications for eight (8) taxicab permits for Fast Cab, Inc. for approval. The taxis have passed inspection and the Police Department recommends approval of the permits. The interior of the vehicles has not been inspected by the Police Department Mechanic due to COVID-19 safety concerns. Motion was made by Mr. Grose to approve the permits for Fast Cab, Inc. as set forth within the applications, seconded by Mr. Clemens, motion carried by unanimous vote.

**MEMORANDUM OF UNDERSTANDING (MOU)/LILLY CENTER FOR LAKES & STREAMS/STORMWATER-**

A MOU was presented between the City and the Lilly Center for Lakes & Streams for community education and involvement programs in part as a collaborative effort for MS4 requirements. Total cost of all the items listed in the MOU is \$17,600.00. Motion was made by Mr. Clemens to accept the MOU, seconded by Mr. Grose, carried by unanimous vote.

**IFA-SRF #86/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #86 for \$1,170.00 to NV Grant Services, LLC in regards to the Wastewater 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.

**IFA-SRF #87/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #87 for \$411,786.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. This is Kokosing's 21st pay application. 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 Kokosing, seconded by Mr. Grose, carried by unanimous vote.

**MEDSTAT AGREEMENT FOR OCCUPATIONAL HEALTH SERVICES-**

Human Resources Director Jennifer Whitaker presented a three year/thirty-six month agreement with MedStat, LLC for various occupational health services as needed. A 2021 Fee Schedule was also included with the agreement. Motion made by Mr. Clemens to approve the agreement and fee schedule, seconded by Mr. Grose, carried by unanimous vote.

**NEW HIRES/CHANGES IN PAYROLL REPORT-**

A list of five (5) new hires/payroll changes was presented for approval: Street-one (1); Police-three (3) and WWTU-one (1). Motion made by Mr. Grose to approve the report, seconded by Mr. Clemens, carried by unanimous vote.

**SPECIAL CLAIMS-**

Clerk's Office submitted a listing of special claims for approval totaling \$5,200.00. Motion made by Mr. Clemens approving the claims for payment, seconded by Mr. Grose, and by roll call the motion was carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim docket was presented for approval.

Regular Docket-\$2,476,712.94

Motion made by Mr. Clemens to approve the 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

