

BOARD OF PUBLIC WORKS & SAFETY
MARCH 5, 2021
11:15 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, March 5, 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: Board members Jeff Grose, George Clemens and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, WWTU Manager Brian Davison, Community Development Director Jeremy Skinner, City Engineer James Emans, City Planner Justin Taylor, Assistant City Planner Jonny Latsko, Park Superintendent Larry Plummer, Park Recreation Director Sheila Wieringa, Street Superintendent Dustin Dillon, Police Chief Scott Whitaker, Police Captain Joel Beam, Fire Territory Chief Mike Wilson, Paula Bowman, reporter Liz Shepherd from InkFree News, and Leigh Till from MACOG attended virtually.

ABSENT: None noted.

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

MINUTES-

The minutes from the February 19, 2021 Regular Session were presented for approval. Board member Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

-Wastewater Payment Office billing adjustment report.

NEW BUSINESS-

BID AWARD/TRAFFIC SIGNAL MODERNIZATION-

Bids were solicited and opened during the February 19, 2021 meeting for the Traffic Signal Modernization project along Center Street in the downtown area. After review Hawk Enterprises, Inc. was the lowest responsive bidder with a bid of \$443,414.30. Street Superintendent Dustin Dillon is recommending that Hawk Enterprises be awarded the bid. Motion made by Mr. Grose to approve Hawk, seconded by Mr. Clemens, carried by unanimous vote.

BID AWARD/PIKE LAKE SHORELINE RESTORATION-

Bids were solicited and opened during the February 19, 2021 meeting for the Pike Lake Restoration project. After review G&G Hauling & Excavating Inc. was the lowest responsive bidder with a bid of \$157,998.00. A recommendation was made that G&G be awarded the bid. Motion made by Mr. Clemens to approve G&G, seconded by Mr. Grose, carried by unanimous vote.

ROAD CLOSURES/VARIOUS EVENTS-

Various Road Closures were presented for approval, subject to COVID-19 recommendations, they are as follows;

- First Friday, May thru December, 100 blocks of E. and W. Center St.; 100 blocks of N. and S. Buffalo St. with extended street closure on Market St. from Indiana St. to Lake St. for August.

-Christmas Countdown, Sunday November 29, 2021, 100 blocks of E. and W. Center St; 100 blocks of N. and S. Buffalo St.

-Spooktacular, Friday October 29, 2021, 100 blocks of E. and W. Center St; 100 blocks of N. and S. Buffalo St.

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

LEGAL SERVICES AGREEMENT/FIRE TERRITORY-

Fire Territory Chief Michael Wilson requested for approval a Fee Agreement/Employment Letter for 2021 with Beers Mellers Backs & Salin, LLP for legal services for the Warsaw-Wayne Fire Territory. The fees are more specifically set forth within the agreement. Motion made by Mr. Clemens to accept the agreement, seconded by Mr. Grose, carried by unanimous vote.

CITIZENS FIRE AND RESCUE ACADEMY-

Chief Wilson presented information for a Citizens Fire and Rescue Academy for the Territory. The Academy will offer a chance for citizens to learn about daily operations and emergency responsibilities. Motion made by Mr. Clemens to approve the Academy, seconded by Mr. Grose, carried by unanimous vote.

CUMMINS CROSSPOINT, LLC/FIRE-

Chief Wilson submitted a contract with Cummins Crosspoint, LLC for semi-annual maintenance of generators at each station at an annual cost of \$1,841.07, and at the Police Department for an annual cost of \$589.38. Motion made by Mr. Grose to approve the maintenance agreement, seconded by Mr. Clemens, carried by unanimous vote.

DIVE RESCUE INTERNATIONAL/FIRE-

Chief Wilson asked for approval to host water rescue classes in August in coordination with Dive Rescue International. COVID gathering restrictions will be considered if needed. Motion made by Mr. Clemens granting approval, seconded by Mr. Grose, carried by unanimous vote.

METRONET FIBER WAN SERVICE AGREEMENT-

An agreement with MetroNet to provide Fiber WAN service to the Center Lake Pavilion was presented for approval. The service will cost \$250 a month and the agreement is for thirty-six (36) months. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

DEPARTMENT OF NATURAL RESOURCES (DNR) LAND & WATER CONSERVATION FUND GRANT-

Park Recreation Director Sheila Wieringa requested permission to apply for a grant through the DNR in the amount of \$250,000 to aid in the relocation of Mantis Skate Park. This is a 50/50 match grant with \$150,000.00 being pledged from the K21 Foundation. Motion made by Mr. Clemens to approve the application, seconded by Mr. Grose, carried by unanimous vote.

K21 FOUNDATION GRANT AWARD/MANTIS SKATE PARK-

Mrs. Wieringa announced that the K21 Foundation has awarded the City \$150,000.00 to go toward the relocation of Mantis Skate Park contingent upon approval of the DNR grant previously mentioned. Mr. Grose made a motion to accept the award, seconded by Mr. Clemens, carried by unanimous vote.

PARK FIVE (5)-YEAR COMPREHENSIVE MASTER PLAN

Park Superintendent Larry Plummer requested permission to enter into an agreement with Cornerstone Planning and Design Solutions to develop a five (5) - year Comprehensive Master Plan at a cost of \$15,300.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

COMPLETE STREETS RESOLUTION & POLICY-

Assistant City Planner Jonny Latsko presented Resolution #2021-03-02 for a Complete Streets Policy for approval. The policy addresses the connectivity, safety, sustainability, and accessibility to the City's transportation network. After discussion a motion was made by Mr. Grose to table the matter until the March 19th meeting, seconded by Mr. Clemens, carried by unanimous vote.

ANCHORAGE ROAD RIGHT-OF-WAY CONTRACT/INDIANA DEPT. OF TRANSPORTATION (INDOT)-

Community Development Director Jeremy Skinner presented a contract with INDOT for right-of-way services along the Anchorage Road project in the amount of \$123,250.00. The contract is for the 80/20 match for right-of-way costs. Motion made by Mr. Grose to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (PE) #18/ANCHORAGE ROAD PROJECT/B&P-

Mr. Skinner presented a Pay Application to American Structure point, Inc. in the amount of \$4,808.60 for the Anchorage Road Project. Also included was LPA Voucher (PE) #18 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 Application and LPA Voucher (PE) #18, seconded by Mr. Grose, carried by unanimous vote.

VW ELECTRIC CHARGING STATION GRANT INDOT AGREEMENT-

City Planner Justin Taylor requested permission to accept a grant through INDOT to place two electric vehicle charging stations within the City. Volkswagen is funding the grant that is administered through INDOT and the City will receive \$18,000.00. Motion made by Mr. Clemens to accept the grant, seconded by Mr. Grose, carried by unanimous vote.

PARKING LOT LEASE AGREEMENT/ANTHONY MILLER, JR., LLC/B&P-

Mr. Taylor presented a five (5) - year lease agreement between the City of Warsaw and H. Anthony Miller, Jr., LLC. Mr. Miller desires to lease a parking lot that is City property and abuts his property and building on North Detroit Street (Instrumedical Technologies, Inc.). The lease for thirty-seven (37) parking spaces is in effect from May 20, 2021 through May 19, 2026 with one installment payment of \$6,050.00 due January 1, 2022. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

VARIOUS ITEMS FOR LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT-

-PAY APPLICATION/LPA VOUCHER (ROW) #2

Pay Application to Troyer Group in the amount of \$11,896.25 including LPA Voucher (ROW) #2 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Right-of-Way Services (ROW).

-PAY APPLICATION/LPA VOUCHER (PE) #21

Pay Application to The Troyer Group, Inc. in the amount of \$1,340.00. Also included was LPA Voucher (PE) #21 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Preliminary Engineering (PE).

-PAY APPLICATION/LPA VOUCHER (PE) #22

Pay Application to The Troyer Group, Inc. in the amount of \$1,340.00 including LPA Voucher (PE) #22 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 all pay requests for the Lincoln School Sidewalk Project, seconded by Mr. Clemens, carried by unanimous vote.

2021 STOP ARM VIOLATION ENFORCEMENT GRANT (S.A.V.E.)/POLICE-

Police Captain Joel Beam requested permission from the Board to participate in the S.A.V.E. Grant Program through the Indiana Criminal Justice Institute and coordinated locally by the Town of Winona Lake. The enforcement grant will pay overtime for officers to monitor motorist compliance with school bus stop arms. Warsaw may receive approximately \$12,000.00. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote.

GRANT APPLICATION/FY2022 C.H.I.R.P./POLICE-

Captain Beam also requested permission to apply for the following Comprehensive Hoosier Highways Injury Reduction Program (C.H.I.R.P. f/k/a OPO and DUI) grant provided from the National Highway Transportation Safety Administration (NHTSA) and the Indiana Criminal Justice Institute (ICJI). If awarded the City could receive up to \$20,000.00. Motion made by Mr. Clemens approving the request, seconded by Mr. Grose, carried by unanimous vote.

SIDE LOAD GARBAGE TRUCK PURCHASE-

Street Superintendent Dustin Dillon requested permission to purchase a new side-load garbage truck through Sourcwell competitive bid process at a cost of \$306,500.00. The City Attorney has determined through I.C. 5-22-10-5 that the City would receive a substantial savings of \$22,245.21 or 6.77% off the MSRP through Sourcwell. Motion made by Mr. Grose to approve the purchase, seconded by Mr. Clemens, carried by unanimous vote.

CENTER LAKE SHORELINE RESTORATION/CARDNO-

An agreement between Stormwater Utility and Cardno was presented for approval. Cardno will perform site investigation, survey, preliminary design, permit application submittals, final design and construction, bid documents and bid support for restoration along Center like shoreline. Cost of the services is not to exceed \$16,715.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$1,385,911.30

EOM Docket - \$40,415.08

Pension Dockets - \$36,047.56

Motion made by Mr. Clemens to approve the claim dockets for payment, seconded by Mr. Grose, motion carried by unanimous vote.

OTHER MATTERS-

None noted.

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