

BOARD OF PUBLIC WORKS & SAFETY  
MARCH 19, 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 19, 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, Street Superintendent Dustin Dillon, WWTU Manager Brian Davison, City Engineer James Emans, Police Chief Scott Whitaker, City Planner Justin Taylor, Parks Superintendent Larry Plummer, Parks Recreation Director Sheila Wieringa, Human Resources Administrative Assistant Whitney Olson, InkFree News reporter Lasca Randels, with Fire Territory Chief Mike Wilson attending virtually.

**ABSENT:** None noted.

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

#### **MINUTES-**

The minutes from the March 5, 2021 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose, motion carried by unanimous vote.

#### **REPORTS/ORAL & WRITTEN COMMUNICATIONS-**

1. The next Board of Works meeting has been rescheduled to April 5, 2021 at 11:15 a.m.

#### **UNFINISHED BUSINESS-**

##### **COMPLETE STREETS RESOLUTION & POLICY-**

City Planner Justin Taylor 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 approve the Resolution, seconded by Mr. Clemens, carried by unanimous vote.

#### **NEW BUSINESS-**

##### **STREET CLOSURE/DILLINGER RAID/KOSCIUSKO COUNTY HISTORICAL SOCIETY-**

A request was made to close Indiana Street between Main and Center Streets for the Dillinger Raid Event. Kosciusko County Historical Society is requesting the closure on September 11<sup>th</sup> and 12<sup>th</sup> from 6:00 a.m. to 5:00 p.m. Motion made by Mr. Grose to table the closure, seconded by Mr. Clemens, carried by unanimous vote.

##### **FIRE TERRITORY RIDE-ALONG PROGRAM-**

Fire Territory Chief Mike Wilson requested permission to re-establish a Ride-Along Program. The program will offer the chance for fire personnel from other agencies to work alongside personnel from the Fire Territory to gain knowledge of our services and mentorship. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote.

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

A list of fourteen (14) payroll changes was presented for approval: Street - one (1); WWTU- two (2); Park - seven (7); and Cemetery - four (4). Motion made by Mr. Grose to approve the report, seconded by Mr. Clemens, carried by unanimous vote.

##### **TRAVEL REQUESTS-**

A list setting forth five (5) travel requests from various departments was presented for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Mr. Grose, carried by unanimous vote.

**PARK CONTRACTS-**

Parks Recreation Director Sheila Wieringa requested approval of the following contracts:

- Donn May- Summer Concert Series- \$800.00
- Zach Day - Summer Concert Series- \$1,500.00

Motion made by Mr. Grose to approve both of the above contracts, seconded by Mr. Clemens, carried by unanimous vote.

- Heather Widner – Teach Painting Classes – not to exceed \$600.00

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

- Michelle Wysong -Instruct Latin & Ballroom dance classes -not to exceed \$1,200.00

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

**ORTHOWORX LEASE AGREEMENT-**

An agreement between the City and Orthoworx, Inc. was presented for approval. Orthoworx agrees to lease the third floor of City Hall at a monthly cost of \$2,250.00 from February 1, 2021 through August 1, 2021. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

**PAY APPLICATIONS FOR LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT-**

The following Pay Applications for the Lincoln School Neighborhood Sidewalk Project were presented for approval .

- PAY APPLICATION/LPA VOUCHER (ROW) #3

Pay Application to Troyer Group in the amount of \$18,196.25 including LPA Voucher (ROW) #3 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Right-of-Way Services (ROW).

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

- PAY APPLICATION/LPA VOUCHER (PE) #23

Pay Application to The Troyer Group, Inc. in the amount of \$5,360.00 including LPA Voucher (PE) #23 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 for the Lincoln School Sidewalk Project, seconded by Mr. Clemens, carried by unanimous vote.

**GARLAND COMPANY/ROOFING MATERIALS-**

Last year the Police Department received approval for labor expenses for the removal of the 10-bay-garage roof located at the Police Department. Police Chief Scott Whitaker is requesting approval to work with Garland Company to purchase the materials for the installation through U.S. Communities Purchasing Cooperative at a cost of \$58,224.87. Motion made by Mr. Grose to approve the purchase, seconded by Mr. Clemens, carried by unanimous vote.

**PIKE LAKE SHORELINE RESTORATION CONTRACT-**

The bid for the Pike Lake Shoreline Restoration project was recently awarded to G&G Hauling & Excavating, Inc. at a price of \$157,998.00 and the contract is being presented today for approval. Motion made by Mr. Clemens to approve the contract with G&G, seconded by Mr. Grose, carried by unanimous vote.

**CHANGE ORDER/PIKE LAKE SHORELINE RESTORATION/CARDNO**

Change Order #1/Amendment for the Pike Lake Shoreline Restoration project was presented for approval. Cardno is overseeing the construction phase of the project and is requesting an additional \$5,000.00 for travel time, as well as office and in-field support. Motion made by Mr. Grose to approve the change order, seconded by Mr. Clemens, carried by unanimous vote.

**VARIOUS PAY APPLICATIONS/WWTU PLANT EXPANSION-**

The following pay applications for the Wastewater Plant Expansion were presented for approval-

- #93, NV Grant, \$1,090.00

Motion made by Mr. Clemens to approve the payment to NV Grant Services, LLC seconded by Mr. Grose carried by unanimous vote.

- #94, Wessler Engineering, \$2,209.00

Motion made by Mr. Clemens to approve the payment to Wessler Engineering, seconded by Mr. Grose, carried by unanimous vote.

- #95, Wessler Engineering, \$49,896.00

Motion made by Mr. Grose to approve the payment to Wessler Engineering, seconded by Mr. Clemens carried by unanimous vote.

**-#96, NV Grant, \$1,170**

Motion made by Mr. Clemens to approve the payment to NV Grant Services, LLC, seconded by Mr. Grose, carried by unanimous vote. All the applications 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.

**CLAIM DOCKET-**

The following claim docket was presented for approval:

Regular Docket - \$2,115,941.11

Motion made by Mr. Clemens to approve all 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**