

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

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Monday, April 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 George Clemens and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Engineer James Emans, Community Development Director Jeremy Skinner, City Planner Justin Taylor, Parks Recreation Director Sheila Wieringa, Wastewater Utility Assistant Manager Larry Hyden, Greg Steffe from Kosciusko County Historical Society, and InkFree News reporter Lasca Randels. Board member Jeff Grose, City attorney Scott Reust, Human Resources Director Jennifer Whitaker, and Leah Thill 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 March 19, 2021 Regular Session were presented for approval. Board member Grose made a motion to accept the minutes as presented, seconded by Mr. Clemens, and by roll call carried by unanimous vote.

UNFINISHED BUSINESS-

STREET CLOSURE-

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 11th and 12th from 6:00 a.m. to 5:00 p.m. Motion made by Mr. Clemens to approve the closure, seconded by Mr. Grose, and by roll call carried by unanimous vote.

NEW BUSINESS-

TRAVEL REQUESTS-

A list setting forth one (1) travel request was presented for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Mr. Grose, and by roll call carried by unanimous vote.

NEW HIRES/CHANGES IN PAYROLL REPORT-

A list of nineteen (19) new hires/payroll changes was presented for approval: Street - two (2); WWTU-one (1); Parks - six (6); Building and Plan - two (2); Fire - three (3); and Police - five (5). Human Resources Director Jennifer Whitaker advised that she has an amended salary ordinance prepared for approval by the Council for five (5) positions in the Parks Department noted by an asterisk (*) on the report. Motion made by Mr. Grose to approve the report including the five positions from the Parks Department, contingent on the amended salary ordinance being approved by the Council, seconded by Mr. Clemens and by roll call carried by unanimous vote.

PARKS DEPT. CONTRACTS-

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

--Zach Day - Summer Concert Series- \$1,800.00. (The contract for Zach Day approved by the Board on March 19, 2021 will be voided with approval of this contract.)

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

NOTICE TO PROCEED/ANCHORAGE ROAD PROJECT-

A Notice to Proceed for the Anchorage Road Project was presented for approval. The notice is for Right-Of-Way Services (RW) for the project in which the City will receive 80% (eighty percent) reimbursement from the State. Motion made by Mr. Clemens to approve the notice, seconded by Mr. Grose, and by roll call carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (PE) #19/ANCHORAGE ROAD PROJECT/B&P-

A Pay Application to American Structurepoint, Inc. in the amount of \$17,388.83 for the Anchorage Road Project was presented for approval. Also included was LPA Voucher (PE) #19 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 Pay Application and LPA Voucher (PE) #19, seconded by Mr. Clemens, and by roll call carried by unanimous vote.

BUFFALO STREET PLAZA/PAY APPLICATION #10/B&P-

Pay Application #10 for the Buffalo Street Plaza project was presented for approval. Selge Construction, Inc. is requesting \$117,074.75 for work completed to date. Motion made by Mr. Clemens to approve the pay application, seconded by Mr. Grose, and by roll call the motion was carried by unanimous vote.

VW ELECTRIC CHARGING STATION/MICHIANA AREA COUNCIL OF GOVERNMENTS (MACOG) MOU-

A Memorandum of Understanding (MOU) between the City and MACOG was presented for approval. The MOU is for the purchase of two (2) electric vehicle charging stations with funding up to \$18,000.00. The grant is being funded through the Volkswagon emissions settlement. Motion made by Mr. Grose to approve the MOU, seconded by Mr. Clemens, and by roll call carried by unanimous vote.

HAWK ENTERPRISES, INC./TRAFFIC SIGNAL MODERNIZATION PROJECT/CONTRACT-

The bid for the Traffic Signal Modernization Project was awarded to Hawk Enterprises, Inc. during the March 5, 2021 meeting at a price of \$443,414.30. Today the contract is being presented for approval. After discussion, Mr. Clemens made a motion to approve the contract, seconded by Mr. Grose, and by roll call carried by unanimous vote.

USI CONSTRUCTION CONSULTANTS AGREEMENT-

An agreement with USI Consultants was presented for approval. USI will offer consultation services for the Traffic Signal Modernization project at a cost of \$9,400.00. Motion made by Mr. Clemens to approve the contract, seconded by Mr. Grose, and by roll call carried by unanimous vote.

SPECIAL CLAIMS-

Clerk's Office submitted a listing of one special claim for approval totaling \$35,354.00. Motion made by Mr. Clemens approving the claim for payment, seconded by Mr. Grose, and by roll call the motion was carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$1,079,642.38

End of the Month Docket -\$52,135.72

Pension Docket - \$36,047.56

Motion made by Mr. Grose approving the claim dockets for payment, seconded by Mr. Clemens, and by roll call carried by unanimous vote.

ATTEST:

Lynne Christiansen, Clerk-Treasurer