

BOARD OF PUBLIC WORKS & SAFETY
August 06, 2021
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, August 6, 2021 at 10:30 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, Jeff Grose and Mayor Thallemer. Also present was Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, City Planner Justin Taylor, Assistant City Planner Jacob Ihrle, Human Resources Director Jennifer Whitaker, Park Recreation Director Sheila Wieringa, Street Department Superintendent Dustin Dillon, City Engineer James Emans, WWTU Manager Brian Davison, Police Chief Scott Whitaker, Fire Chief Mike Wilson, Rob Parker from the Kosciusko Chamber of Commerce, InkFree News reporter Lasca Randels and reporter David Slone from the Times Union. The meeting was also presented live over the City's web-site at <https://www.warsaw>

ABSENT: None noted.

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

MINUTES-

The minutes from the July 19, 2021 Regular Session were presented for approval. Motion to approve the minutes was made by Mr. Clemens, seconded by Mr. Grose, carried by unanimous vote.

UNFINISHED BUSINESS-

DONATION OF PROPERTY-

During the July 19, 2021 session Assistant City Planner Jacob Ihrle advised the Board about a property owner who wishes to donate land located at 607 E. Market St. to the City and the matter was tabled due to several questions the board had. Mr. Ihrle and Wastewater Utility Manager Brian Davison answered several questions from the previous meeting as well as some further questions the Board had, especially about a possible future lift station for the area. After discussion a motion was made by Mr. Grose not to accept the property, seconded by Mr. Clemens, carried by unanimous vote.

NEW BUSINESS-

STREET CLOSURE-

The following organization is requesting street closures:

-Kosciusko Chamber of Commerce, Kettleheads Home Brew Fest/Taste of Kosciusko, September 11, 2021, 1:00 p.m. until next day for tent removal- the 100 block of N. Buffalo St. and the 100 block of W. Center St.

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

WARSAW HOUSING AUTHORITY/RELEASE OF MORTGAGE-

Housing Opportunities of Warsaw requested a release of mortgage for the following property:

1. Lucht, record document #2019061258

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

KEYSTONE ANNUAL SOFTWARE AGREEMENT/CLERK-TREASURER-

An annual Software Maintenance Agreement with A.E. Boyce Company, Inc. /Keystone Software Systems for fund, assets, and payroll software for the Clerk-Treasurer's Office was presented for approval. The amount for 2021-2022 is \$8,020.00. Mr. Grose made a motion to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (PE) #22/ANCHORAGE ROAD PROJECT/B&P-

A Pay Application to American Structurepoint, Inc. in the amount of \$46,399.99 for the Anchorage Road Project was presented for approval. Also included was 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. Clemens to approve the Pay Application and LPA Voucher (PE) #22, seconded by Mr. Grose, carried by unanimous vote.

ANCHORAGE ROAD PROJECT/RIGHT-OF-WAY CONTRACT AMENDMENT-

Recently the Board approved a contract through Indiana Department of Transportation and American Structurepoint for right-of-way services along the Anchorage Road Project. An amendment is needed due to additional appraisal fees associated with a billboard in one of the parcels. An additional cost of \$5,494.00 will be added to the original contract price of \$123,250.00 for a new price of \$128,744.00. Motion made by Mr. Clemens to approve the amendment, seconded by Mr. Grose, carried by unanimous vote.

K21 HEALTH FOUNDATION GRANT AGREEMENT AND AWARD/FIRE-

Earlier this year the Board gave permission to the Fire Territory to apply for a grant to help pay for extended warranties on Zoll Autopulse CPR devices. The Foundation has awarded \$30,000.00 to the Territory and Fire Chief Michael Wilson asked the Board to accept the award. Motion made by Mr. Grose to approve the request and funds, seconded by Mr. Clemens, carried by unanimous vote.

AMBULANCE LEASE AGREEMENT-

Fire Territory Chief Mike Wilson presented a lease agreement between the City and Kosciusko Ambulance Service LLC (Lutheran EMS) for placement of an ambulance at Station #3. Kosciusko Ambulance Service LLC will pay \$750.00 monthly. Motion made by Mr. Grose to approve the lease agreement, seconded by Mr. Clemens, carried by unanimous vote.

INDIANA CANCER CONSORTIUM EMPLOYER GOLD STANDARD GRANT-

Human Resource Director Jennifer Whitaker requested permission to accept a \$1,000.00 grant from the Indiana Cancer Consortium. She also advised that she inadvertently failed to seek permission to apply for the grant. The funds will be used for primary prevention and early detection of some cancers as well as tobacco use. Motion made by Mr. Grose to approve the application, seconded by Mr. Clemens, carried by unanimous vote. Motion then made by Mr. Grose to accept the funding, seconded by Mr. Clemens, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth thirteen (13) travel requests: Fire-two (2); and Wastewater/Stormwater-eleven (11) was submitted for approval. Motion made by Mr. Clemens approving the travel request, seconded by Mr. Grose, carried by unanimous vote.

NEW HIRES/CHANGES IN PAYROLL REPORT-

A list of thirteen (13) new hires/payroll changes was presented for approval: Street-two (2); Police-four (4); Park-two (2); Fire-one (1); Mayor-one (1); Aviation-one (1); Plan-one (1); WWTU-one (1). Motion made by Mr. Grose to approve the report, seconded by Mr. Clemens, carried by unanimous vote.

PARK CONTRACTS-

The following Park contracts were presented for approval:

-Harold Keiser – Light Up The Night - \$300.00

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

-Mellow Productions – Light Up The Night - \$825.00

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

INDIANA ARTS COMMISSION GRANT AWARD/PARKS-

Park Recreation Director Sheila Wieringa advised the board that the Park had received notification from the Indiana Arts Commission that the City was awarded \$4,050.00 for the 2021-2022 grant cycle. She also advised that she inadvertently failed to seek permission to apply for the grant. The funds will be used to support the Central Park Concert Series. This is a matching grant and appropriate funds have been budgeted to meet the requirements. Motion made by Mr. Grose to approve the application, seconded by Mr. Clemens, carried by unanimous vote. Motion then made by Mr. Grose to accept the funding, seconded by Mr. Clemens, carried by unanimous vote.

CHANGE ORDER #7/BUFFALO STREET PLAZA PROJECT-

Change Order #7 for the Buffalo Street Plaza Project was presented. The change order adds a second filtration system at a cost of \$15,300.00 for an updated contract price of \$2,129,833.18 from the original contract amount of \$2,511,264.30 with Selge Construction. Motion made by Mr. Clemens to approve the change order, seconded by Mr. Grose, carried by unanimous vote.

BUFFALO STREET PLAZA/PAY APPLICATION #14/B&P-

Pay Application #14 for the Buffalo Street Plaza project was presented for approval. Selge Construction, Inc. is requesting \$117,425.57, including retainage, for work completed to date. Motion made by Mr. Grose to approve the pay application, seconded by Mr. Clemens, carried by unanimous vote.

APPLICATION FOR INDIANA PUBLIC EMPLOYEES PROTECTION (IPEP) GRANT-

Police Chief Scott Whitaker asked permission to apply for a safety grant through IPEP. If awarded the funds would be used for safety/training incentives and would be an 80/20 match. Motion made by Mr. Clemens to approve the grant, seconded by Mr. Grose, carried by unanimous vote.

LINCOLN/LINDBERG STREET IMPROVEMENTS-

Street Superintendent Dustin Dillon presented a contract with VS Engineering Inc who will provide engineering design services for improvements along Lincoln and Lindberg Streets. Cost of the services will be \$74,900.00. Motion made by Mr. Grose to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

PAVEMENT SOLUTIONS, INC./MICROSURFING & CRACK SEALING-

Mr. Dillon presented a bid price extension agreement with Pavement Solutions, Inc. that was originally awarded in 2016 per I.C. 5-22-17-4. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

2021 REAR LOAD GARBAGE TRUCK-

Mr. Dillon requested permission to purchase a 2021 Freightliner M2106 rear loading garbage truck through Sourcewell/Pyramid Equipment for \$172,700.00. An opinion letter from the City Attorney was also included noting the cost savings by purchasing the truck through Sourcewell. Motion made by Mr. Clemens to approve the purchase, seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #111 /PLANT EXPANSION PROJECT/WWTU-

Disbursement request #111 to Wessler Engineering in regards to the Plant Expansion Project was presented for approval. The request is for \$28,663.00. 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. Clemens to approve the payment to Wessler Engineering, seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #112 /PLANT EXPANSION PROJECT/WWTU-

Disbursement request #112 to Kokosing Industrial in regards to the Plant Expansion Project was presented for approval. The request is for \$197,840.00. 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 Kokosing Industrial, seconded by Mr. Clemens, carried by unanimous vote.

CR 200 S. SEWER EXPANSION PROJECT/WWTU-

An agreement between the City and Wessler Engineering, Inc. was presented for approval. Wessler will provide a design and offer assistance with surveying, permitting, and construction administration assistance for a sewer expansion project around CR 200 S. Cost of the services will be \$155,500.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

SPECIAL CLAIMS-

Clerk's Office submitted a special claim totaling \$3,150.00. Motion made by Mr. Clemens to approve the claim for payment, seconded by Mr. Grose, motion carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$2,419,924.51

End of the Month Docket - \$2,652,877.78

Fire & Police Pension Docket - \$37,343.25

Motion made by Mr. Clemens to approve all claims for payment, seconded by Mr. Grose, 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