

BOARD OF PUBLIC WORKS & SAFETY
DECEMBER 3, 2021
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, December 3, 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, Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Fire Territory Chief Mike Wilson, Street Superintendent Dustin Dillon, Wastewater Treatment Plant Manager Brian Davison, Human Resources Director Jennifer Whitaker, City Planner Justin Taylor, City Engineer James Emans, Mayor's Assistant Staci Young, Police Chief Scott Whitaker, Police Captain Joel Beam, police officer Ryan Connors and his family, friends, and co-workers, Times-Union reporter David Slone and InkFree News reporter Lasca Randels.

ABSENT: None noted.

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

MINUTES-

The minutes from the November 19, 2021 Regular Session were presented for approval. Motion made by Board member Clemens to approve the minutes as presented, seconded by Mayor Thallemer, and carried by unanimous vote.

RECOGNITION OF VISITORS-

POLICE OFFICERS SWORN-IN/WPD-

Police Chief Scott Whitaker introduced police officer Ryan A. Connors. Mayor Thallemer administered the Oath of Office as a police officer for the City.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

None noted.

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS-

IPEP SAFETY GRANT/FIRE-

Fire Territory Chief Mike Wilson requested acceptance of a grant that he had applied for earlier this year. The grant award from IPEP is in the amount of \$1,650.00 and will be used toward training. Motion made by Mr. Grose to accept the grant, seconded by Mr. Clemens, carried by unanimous vote.

2022 TAKE- HOME VEHICLES-

A "2022 Take-Home Vehicle List" was presented for approval. It shows a list of those employees with City vehicles to be used to drive back and forth from work, as well as weather call-outs as needed. The Mayor's vehicle is the only authorized vehicle that may be used for personal miles. All are charged per IRS guidelines with the exception of the traffic signal repair vehicle. Motion made by Mr. Clemens to approve the Take-Home Vehicle requests, seconded by Mr. Grose, carried by unanimous vote.

NEW HIRES/CHANGES IN PAYROLL REPORT/SALARY WAGE SUMMARY REPORT-

A New Hire/Changes in Payroll report was provided for approval: Park-two (2); Building and Plan-one (1); and Police-one (1) and more specifically set forth on the list attached to minutes. Also a 2022 Wage Summary was attached showing wages to be paid hourly, bi-weekly, and per meeting for employees, elected officials and board/commission members. Motion made by Mr. Grose to approve the New Hire/Changes in Payroll report and summary, seconded by Mr. Clemens, carried by unanimous vote.

LINCOLN NEIGHBORHOOD SIDEWALK PROJECT RIGHT-OF-WAY (ROW) ACQUISITION-

City Planner Justin Taylor presented seven parcels of land that the City needs to purchase for ROW purposes along the Lincoln Neighborhood Sidewalk Project. The purchases are for Parcels #4, #12, #13, #14, #17, #18, and #9 for a total of \$50,520.00. Motion made by Mr. Grose to approve the purchases, seconded by Mr. Clemens, carried by unanimous vote.

ACCEPTANCE OF C.H.I.R.P. GRANT-

Police Captain Joel Beam requested permission to accept the Comprehensive Highway Injury Reduction Program (C.H.I.R.P.) funding of \$8,000.00 for fiscal grant period of October 1, 2021 through September 31, 2022. Motion made by Mr. Clemens to approve the funding, seconded by Mr. Grose, carried by unanimous vote.

IFA-SRF #119/PLANT EXPANSION PROJECT/WESSLER ENGINEERING/WWTU-

Disbursement Request #119 for \$19,274.00 to Wessler Engineering in regards to the Plant Expansion Project was presented for approval. The application will be sent to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for payment from 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.

ANIMAL WELFARE LEAGUE 2022 AGREEMENT-

An agreement with the Animal Welfare League (AWL) was presented for approval. AWL will provide and accept temporary care and/or disposition of animals that may be found within the City limits. Cost of the services will be \$35,000.00 for 2022. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

ROCKHILL PINNICK, LLP/LEGAL SERVICES-

An agreement for legal services with Rockhill Pinnick, LLP was presented for approval. The annual contract amount is \$100,000.00, payable in monthly installments of \$8,333.33. Some work will be at the hourly rate set at \$220.00, more specifically set forth within the agreement. Motion was made by Mr. Clemens to approve the contract effective January 1, 2022 thru December 31, 2022, seconded by Mr. Grose, carried by unanimous vote.

KOSCIUSKO COUNTY FARMER'S MARKET 2022 AGREEMENT-

This item was removed from the agenda per the Mayor's request.

BIT COMPUTERS, INC. /IT SERVICES-

An agreement with BIT Computers, Inc. to provide IT services for the City was presented for approval. Cost of the services will be \$120,000.00 with the agreement expiring December 31, 2022. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

KOSCIUSKO COUNTY ECONOMIC DEVELOPMENT (KEDCO) 2022 AGREEMENT-

An agreement with KEDCO was presented for approval. KEDCO will assist the City in promoting commercial, industrial and civic development for 2022 at a cost of \$80,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

SPECIAL EVENTS COORDINATOR-

An agreement between the City of Warsaw and Warsaw Community Development Corporation (WCDC) as Special Events Coordinator for downtown events in the amount of \$666.67 per month/\$8,000.04 annually for 2022 was presented for approval. Motion made by Mr. Grose to approve the Agreement, seconded by Mr. Clemens, carried by unanimous vote.

WARSAW HOUSING AUTHORITY (WHA) 2022 AGREEMENT-

An agreement with WHA was presented for approval. WHA will provide safe and sanitary dwelling accommodations for low-income persons and administer Section 8 Rental Assistance as well. Cost of the services will be \$35,000.00 for 2022. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

WARSAW COMMUNITY DEVELOPMENT CORPORATION (WCDC) 2022 FAÇADE GRANT AGREEMENT-

An agreement with WCDC for façade improvements in the downtown area was presented for approval. \$25,000.00 is allocated for 2022 and matching grant funds of up to \$5,000.00 will be awarded to applicants who qualify for the funding. Motion made by Mr. Grose to accept the agreement, seconded by Mr. Clemens, carried by unanimous vote.

2022 CONTRACTS WITH NOT-FOR-PROFITS-

The following Agreements were presented for approval:

- (1) Beaman Home - \$9,345.00
- (2) Cardinal Services - \$20,000.00
- (3) CCAC - City County Athletic Complex - \$21,000.00
- (4) Historical Society - \$3,000.00
- (5) Housing For Hope/H.O.W. (HOYO) - \$10,000.00

- (6) Housing for Hope/H.O.W. (Rehab of Comstock House)- \$25,000.00
- (7) Joe's Kids - \$4,680.00
- (8) Kosciusko Community Senior Services - \$21,000.00
- (9) Lilly Center for Lakes & Streams, Grace College - \$20,000.00
- (10) Kosciusko Home Care & Hospice - \$5,250.00
- (11) Live Well Kosciusko - \$5,000.00
- (12)Warsaw Little League - \$5,000.00
- (13)WCDC - Warsaw Community Development Corporation - \$23,875.00

Housing Opportunities of Warsaw (H.O.W.) had used that name on their funding request earlier this year. Since then, the name has been changed to Housing for Hope.

Motion made by Mr. Clemens to approve the Not-for-Profit contracts listed for 2022 and acknowledge the name change of Housing Opportunities of Warsaw to Housing for Hope, seconded by Mr. Grose, motion carried by unanimous vote.

PUBLIC SAFETY COMMUNICATION PROJECT-

Chief Wilson requested permission to apply for funds from Kosciusko County through the American Rescue Plan Act. The funding will be used for funding of mobile radios for the Fire Territory as well as the Police Department. The Fire Territory is requesting \$69,513.60 and the Police Department is seeking \$83,124.12. Motion made by Mr. Clemens to approve the application, seconded by Mr. Grose, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$1,330,840.94

End of the Month Docket - \$1,053,299.77

Police & Fire Pension Docket - \$37,343.45

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