

BOARD OF PUBLIC WORKS & SAFETY
MARCH 4, 2022
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, March 4, 2022 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 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, Park Superintendent Larry Plummer, Street Superintendent Dustin Dillon, Police Chief Scott Whitaker, Deputy Police Chief Bryan Sherwin, Fire Territory Chiefs Mike Wilson and Garrett Holderman, Human Resource Director Jennifer Whitaker, reporter David Slone from the Times-Union and reporter Liz Shepherd from InkFree News. The meeting was also presented live over the City's web-site at <https://www.warsaw.in.gov>.

ABSENT: Board member Jeff Grose.

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

MINUTES-

The minutes from the February 18, 2022 Regular Session were presented for approval. Board member Clemens made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote.

RECOGNITION OF VISITORS-

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

-Deeds Creek Feasibility Study and Executive Summary

NEW BUSINESS-

Bids for the Center Lake Shoreline Restoration Project were solicited to be opened today. Bids were received from:

1. G&G Hauling & Excavating, Inc. - \$118,916.50
2. The Stanger Group, Inc. - \$133,421.25

Motion made by Mr. Clemens to take the bids under advisement, seconded by Mayor Thallemer, carried by unanimous vote.

ROAD CLOSURES/VARIOUS EVENTS-

Various road closures were presented for approval, they are as follows:

- 110 Craft Meatery St. Patrick's Day Party, Thursday March 17, 11:00 a.m. - 11:00 p.m., 100 block of North Buffalo Street.

Motion made by Mr. Clemens to approve the closure, seconded by Mayor Thallemer, carried by unanimous vote.

-Fat & Skinny Tire Festival, Friday May 20, 2:00 p.m. - 12:00 a.m., 100 blocks of E. and W. Center St; 100 blocks of N. and S. Buffalo St.; and 100 blocks of N. and S. Indiana St.

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

ANCHORAGE ROAD PROJECT RIGHT-OF-WAY (ROW) ACQUISITION-

Community Development Director Jeremy Skinner presented two parcels of land the City needs to purchase for ROW purposes for the Anchorage Road Project. The purchases are for Parcels #1 & #14SA for a total of \$32,070.00. Also presented were LPA Vouchers (ROW) #13 & #14 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. Clemens to approve the purchases and LPA Vouchers, seconded by Mayor Thallemer, carried by unanimous vote.

CUMMINS CROSSPOINT, LLC/FIRE-

Fire Territory Chief Mike Wilson submitted a contract with Cummins Crosspoint, LLC for semi-annual maintenance of generators at each Fire Station at an annual cost of \$1,896.30, and at the Police Department for an annual cost of \$607.06. Motion made by Mr. Clemens to approve the maintenance agreement, seconded by Mayor Thallemer, carried by unanimous vote.

WARSAW HEALTH SYSTEMS, LLC/AGREEMENT FOR SERVICES-

Human Resource Director Jennifer Whitaker requested permission to enter into an agreement with Warsaw Health Systems, LLC (Kosciusko Community Hospital), to perform low dose CT scans and chest X-rays on full-time firefighters and police officers as needed. Cost per scan is \$75.00 for the wellness opportunity. Motion made by Mr. Clemens to approve the agreement, seconded Mayor Thallemer, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-

A New Hires/Changes in Payroll Report was presented for approval: Police-two (2); Street-one (1); and Building and Plan-one (1). Motion made by Mr. Clemens to approve the report, seconded by Mayor Thallemer, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth four (4) travel requests: Street-two (2); Police-one (1); Building and Plan-one (1), was presented for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Mayor Thallemer, carried by unanimous vote.

METRONET PHONE SERVICE AGREEMENT/THIRD FLOOR CITY HALL-

An agreement with MetroNet to add six phones and two conference phones to the third floor of City Hall was requested for approval. There is no cost associated with the new phones as MetroNet has agreed to lower the overall cost of phone service to the City. Motion made by Mr. Clemens to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

METRONET FIBER SERVICE/THIRD FLOOR CITY HALL-

An agreement with MetroNet to build out fiber services to the third floor of City Hall was presented for approval and to relocate all their fiber equipment to our secured server room. MetroNet will also relocate all their fiber equipment to the secured server room. Cost of the services will be \$9,800.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

METRONET PHONE REPLACEMENT-

Another agreement with MetroNet was presented for approval. MetroNet will replace all phones within City departments with newer models due to supply issues and MetroNet no longer using our existing phones. The thirty-six-month agreement has no additional cost associated with it. Motion made by Mr. Clemens to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

GRANT APPLICATION REQUEST/CENTRAL PARK CONCERT SERIES/PARKS-

Park Superintendent Larry Plummer requested approval to apply for an Indiana Arts Commission Grant for \$5,000.00. This would be for the 2022/2023 fiscal cycle in support of the Summer Concert Series. Motion made by Mr. Clemens to approve the request, seconded by Mayor Thallemer, carried by unanimous vote.

EMANS ENGINEERING/BUILDING & PLAN-

City Planner Justin Taylor presented an agreement with Emans Engineering for on-call engineering services for the remainder of 2022 to aid in the transition of duties to the new City Engineer. The agreement includes the scope of work and fees for approximately 129 hours of work for a total of \$19,350.00 payable in monthly installments of \$1,935.00. Motion was made by Mr. Clemens approving the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

BUFFALO STREET TOWNHOMES FINAL PLAT PHASE 1-

The final plat for Phase 1 of the Buffalo Street Townhomes was presented for approval. The plat has been approved by the Plan Commission. Motion made by Mr. Clemens to approve the final plat, seconded by Mayor Thallemer, carried by unanimous vote.

PAY APPLICATION/LINCOLN SCHOOL NEIGHBORHOOD SIDEWALK PROJECT (PE)-

A Pay Application to Troyer Group in the amount of \$3,690.00, including LPA Voucher (PE) #25 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Preliminary Engineering Services (PE), was presented for approval. Motion made by Mr. Clemens to approve the request for the Lincoln School Sidewalk Project, seconded by Mayor Thallemer, carried by unanimous vote.

VEHICLE PURCHASE QUOTES-

Police Chief Scott Whitaker requested permission to gather sealed quotes for three (3) Dodge Durango Pursuit vehicles. Motion made by Mr. Clemens to approve the request, seconded by Mayor Thallemer, carried by unanimous vote.

KELLY PARK POND PROJECT PROFESSIONAL SERVICES PROPOSAL-

Wastewater Utility Manager Brian Davison presented a proposal with Christopher B. Burke Engineering, LLC (Burke) for the Kelly Park Pond Project. Burke will assist with revisions to front-end contract documents as well as construction related services throughout the project. Cost of the services will be \$22,800.00. Motion made by Mr. Clemens to approve the proposal, seconded by Mayor Thallemer, carried by unanimous vote.

SANITARY SEWER REHABILITATION 2022/WESSLER ENGINEERING-

Mr. Davison presented an agreement with Wessler Engineering for 2022 sanitary sewer rehabilitation. Wessler will provide design support services, priority list update, preliminary design services, final design services, bid services, and construction administration services at a cost of \$115,500.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$1,348,378.73

EOM Docket - \$45,614.51

Pension Dockets - \$36,688.05

Motion made by Mr. Clemens to approve the claim dockets for payment, seconded by Mayor Thallemer, 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