

BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 02, 2012
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, November 02, 2012 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 Charles Smith and Jeff Grose and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, WWTU Manager Brian Davison, Park Superintendent Larry Plummer, Park Recreation Director Staci Young, Fire Chief Mike Brubaker, H/R Director Jennifer Whitaker, Police Chief Scott Whitaker, City Planner Jeremy Skinner, Assistant City Planner Tim Dombrosky, Jerry Frush, Kevin Lemler and Holly Ward from Irving Materials, Inc., Rob Barker and John James from Nowak Supply, on-line news reporter Stacey Page, and Times-Union reporter Jennifer Peryam.

ABSENT: None

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

MINUTES-

The minutes from the October 19, 2012 Regular Session were presented for approval. Board member Smith made a motion to accept the minutes as presented, seconded by Board member Grose, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATION-

Wastewater Treatment Utility Manager Brian Davison advised the Board that he would have the Utilities Budget Guideline to the Board by the December 7th meeting since they are still being reviewed by H.J. Umbaugh & Associates. The Board of Works approves the guidelines.

UNFINISHED BUSINESS-

STORM SEWER LINING BIDS FOR PROJECT #4/STREET-

Bids were opened for Project #4 Center Lake/Central Park/Canal Street/Indiana Street storm sewer lining during the October 19th meeting. Approximately 890 feet (more or less) of 36" corrugated metal pipe is to be placed in the area. Bids were received from AP/M Permaform at \$208.15/unit with an extension cost of \$185,253.50 and from ProForm at \$168.50/unit with an extension cost of \$149,965.00. After discussion, Mr. Smith made a motion to award the bid and project to ProForm at \$149,965.00, seconded by Mr. Grose, carried by unanimous vote. (Information attached.)

NEW BUSINESS –

SUPPLY BIDS OPENING –

The following bids for 2012 Supplies were opened and read aloud:

Item #1 Limestone:

1. G & G Hauling & Excavating, Inc.
2. Irving Materials, Inc. (IMI)

Item #2 Ready Mix Concrete:

1. Kuert Concrete, Inc.
2. Aggregate Industries

Item #3 Flowable Backfill Material:

1. Kuert Concrete, Inc.
2. Aggregate Industries

Item #4 Bituminous Material:

1. Phend & Brown, Inc.
2. Niblock Excavating, Inc.
3. Brooks Construction Company

Item #5 Concrete Curbing:

1. Phend & Brown

Item #6 Concrete Flatwork:

1. Phend & Brown
2. Sterling Contracting

Mayor Thallemer stated all bids will be taken under advisement and awarded at the November 16, 2012 Board of Works meeting.

PARK DEPARTMENT CONTRACTS-

- (1) Contract with Harold Keiser for Santa and Mrs. Claus for "Light Up the Night" event on December 7, 2012 at a cost of \$200.00.

Motion made by Mr. Smith to approve the contract seconded by Mr. Grose, carried by unanimous vote. (Documentation attached to minutes).

- (2) Contract with TruGreen ChemLawn for spraying of trees and shrubs at a cost of \$5,345.00.

Motion made by Mr. Grose to approve the contract seconded by Mr. Smith, carried by unanimous vote. (Documentation attached to minutes).

KREBS TRAILHEAD PARK CONSTRUCTION-

Assistant City Planner Tim Dombrosky requested permission from the Board to start the process of gathering bids for the construction of a restroom, sidewalks, and shelter at the Krebs Trailhead Park on McKinley Street. After discussion, Mr. Grose made a motion to proceed with the process of gathering bids, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

PURCHASE OF AIR PACKS/WWFT-

Fire Territory Chief Mike Brubaker requested permission to purchase Scott Air Paks through Nowak Supply Co. Inc. for a total cost of \$239,740.00. Nowak will supply fifty (50) free bottles with the purchase of fifty (50) bottles for the air paks that reflect a \$31,250.00 savings along with purchasing the air paks in 2012 because of an expected 3% to 4% increase in price of \$8,000.00 in 2013, for a total savings of \$39,250.00 if purchased this year. City Attorney Michael L. Valentine stated that a "unique opportunity for substantial savings" has occurred according to IC 5-22-10-5, thus eliminating the public bidding process. Motion made by Mr. Smith, to accept the purchase contingent to the Council approving a transfer of funds to pay for the equipment during the November 5, 2012 Council Session, seconded by Mr. Grose and carried by unanimous vote. (Information attached to minutes).

GARAGE HEATERS/POLICE-

Chief of Police Scott Whitaker made a request for the purchase/installation of eight (8) heaters in the Police garage. The current heaters are no longer in working order and need replaced. Quine Freeman Heating and Air Conditioning will perform the work as they are currently contracted with the Police Department for HVAC maintenance. Motion made by Mr. Grose to approve the purchase/installation for \$16,700.00, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

2013 CONTRACTS WITH NOT-FOR-PROFITS/OTHER –

The following agreements for services with other organizations were presented for approval.

- (1) AWL (Animal Welfare League) - \$17,500
- (2) CCAC (City County Athletic Complex) - \$25,000.
- (3) KABS (Kosciusko Area Bus Service) - \$18,500.
- (4) WCDC (Warsaw Community Development Corporation) - \$12,600.
- (5) WHA (Warsaw Housing Authority) - \$25,000.
- (6) Housing Opportunities, Inc. (HOW) - \$25,000

Motion made by Mr. Smith to approve the contracts, seconded by Mr. Grose, carried by unanimous vote. (Contract worksheets attached to minutes).

DENTAL BENEFITS/HR-

Director of Human Resources Jennifer Whitaker presented a document From Dunn and Associates with a fee schedule for Dental, Weekly Indemnity, and a monthly Broker Fee per covered employee. Motion made by Mr. Grose to accept the terms, seconded by Mr. Smith, carried by unanimous vote. (Copy attached)

SHORT TERM DISABILITY BENEFITS/HR-

Mrs. Whitaker presented a document for Short-Term Disability with Dunn and Associates as the Plan Administrator. The plan reflects a reduction in the maximum payment period from twenty-six (26) weeks to twelve (12) weeks. Motion made by Mr. Smith to accept the document, seconded by Mr. Grose, carried by unanimous vote. (Copy attached)

NEW HIRES/REHIRES/CHANGES –

None presented

TRAVEL REQUESTS/HR-

None Presented

SPECIAL CLAIMS-

Clerk's Office submitted a listing of special claims for approval of payment totaling \$17,450.28. Motion was made by Mr. Smith to approve the claims for payment, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes.)

CLAIM DOCKET–

The following claim docket was presented for approval.

Regular Docket - \$2,049,178.87

EOM Docket - \$70,216.04

Pension Docket - \$44,248.24

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