

BOARD OF PUBLIC WORKS & SAFETY
FEBRUARY 1, 2013
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, February 1, 2013 at 10:00 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, Jeff Grose and Mayor Thallemer. Also present, Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, WWTU Manager Brian Davison, City Planner Jeremy Skinner, Park Superintendent Larry Plummer Jr., Recreation Director Staci Young, Fire Chief Michael Brubaker, Police Chief Scott Whitaker, Police Lieutenant Kip Shuter, H/R Director Jennifer Whitaker, Jerry Frush, and Jennifer Peryam from the Times-Union.

ABSENT: None

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

MINUTES-

The minutes from the January 18, 2013 Regular Session were presented for approval. Motion was made by Mr. Grose to approve the minutes, seconded by Mayor Thallemer, carried by unanimous vote.

REPORTS/ORAL&WRITTEN COMMUNICATION-
WWTU PAYMENT WRITE-OFF-

A letter from the WWTU Payment Office was presented. It stated that property owners at 1100 N. Park Avenue, Eric and Leah Everest, had recently filed for bankruptcy. An amount of \$247.76 in wastewater payment was left outstanding. Payments on outstanding collections upon filing of bankruptcy cannot be collected; therefore the City will need to take the amount as a loss. Motion made by Mr. Smith acknowledging the write-off, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

NEW BUSINESS-
PARK CONTRACTS-

Park Recreation Director Staci Young, requested approval of the following activity contracts:

GENERAL PROGRAMS:

1. Rebecca Anglin, Zumba Workshop (2 sessions) \$360.00 each session
2. Creative Comedy-2 sessions, Balloon Artists and Face Painting \$625.00 total

CENTRAL PARK CONCERT SERIES:

- a. Matthew Bolinger - \$900.00
- b. Kari Lynch - \$1,100.00
- c. Keith Scott - \$650.00
- d. Parrots of the Caribbean - \$2,700.00
- e. Henry Phillips - \$800.00
- f. Ronald Miller - \$700.00
- g. Tim Anderson - \$750.00

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

2013 BOBCAT REPLACEMENT PROGRAM/PARK-

Park Superintendent Larry Plummer Jr. requested approval to replace a 2012 Bobcat skid-steer loader through the Bobcat replacement program. He requested to purchase a 2013 S570 Bobcat for \$2,900.00. Mr. Smith made a motion to approve the purchase, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

BOBCAT/DUMPTRUCK QUOTES/STREET-

Street Department Superintendent Lacy Francis Jr. requested permission to gather quotes for a dump truck, mini excavator and two (2) skid loaders. After discussion Mr. Grose made a motion to approve the request, seconded by Mr. Smith, carried by unanimous vote. (Copy of letter attached).

MB RE, LLC HOLD HARMLESS AGREEMENT/WWFT-

Fire Chief Mike Brubaker presented to the Board a Hold Harmless Agreement to be in force so a 1912 American LaFrance Fire Truck, a 1920 Arens Fox pumper, plus various memorabilia can be stored in MB RE, LLC property located at 308 E. Prairie St. The LLC would like to have the City sign a Hold Harmless Agreement for the stored property. Motion made by Mr. Smith to accept the agreement, seconded by Mr. Grose, motion carried unanimously. (Copy attached).

NEW HIRES/REHIRES/CHANGES-

Human Resource Director Jennifer Whitaker presented for approval a list of seven (7) payroll changes/new hires: Clerk-1, HR-1, Street-3, Cemetery-1, and Police-1. Motion was made by Mr. Grose to approve the payroll changes/new hires, seconded by Mr. Smith, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS –

Several lists setting forth a total of seventeen (17) travel requests were presented. Motion made by Mr. Smith to approve the travel requests, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes).

SPECIAL CLAIMS-

Clerk's Office submitted a listing of claims for approval of payment. The claims total \$110,615.00 Motion was made by Mr. Smith to approve the claims for payment, seconded by Mr. Grose, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$2,907,927.07

Pension Docket – \$45,180.69

Motion made by Mr. Smith to approve the claims for payment, seconded by Mr. Grose, motion carried by unanimous vote.

OTHER-

AVIATION CLAIMS, ETC.-

HR Director Jennifer Whitaker requested permission for Aviation Administrative Assistant Linda Seiss to sign claims and carry on regular business activities for the airport in the absence of David Beall, Airport Manager. Motion made by Mr. Smith to approve the request, 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