

BOARD OF PUBLIC WORKS & SAFETY

May 17, 2013

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, May 17, 2013 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 Charlie Smith, Jeff Grose, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, Park Superintendent Larry Plummer, Park Maintenance Director Shaun Gardner, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, Warsaw-Wayne Fire Territory Chief Mike Brubaker, Firefighter Rob Barker, Police Chief Scott Whitaker, WWTU Manager Brian Davison, Pam Kennedy from Warsaw Housing Authority, Mary Ellen Rudisel-Jordan, Will Pearson, Sally Gradle, Mike Klondaris, Hanna Rozow, 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 May 3, 2013 Regular Session were presented for approval. Mr. Grose made a motion to accept the minutes as presented, seconded by Mr. Smith, motion carried by unanimous vote.

UNFINISHED BUSINESS-

MODIFICATION OF EXISTING SCREEN CHANNEL/WWTU-

Wastewater Utility Manager Brian Davison requested permission for Grand River Construction to perform work to modify the existing screen channel in preparation of the screen equipment. This matter had been tabled during the last meeting. Grand River's proposal totaled \$36,500.00. A quote from Heiman Construction Inc. for \$39,600.00 was received as well. Motion made by Mr. Smith to allow Grand River to complete the work, seconded by Mr. Grose, carried by unanimous vote. (Contract worksheet attached).

NEW BUSINESS-

OPEN BIDS/PLAZA (WALL & RESTROOM) PROJECT-

Bids were solicited for the Plaza Wall and Restroom Project at the City Hall Plaza. Bids were received from;

1. Easterday Construction - \$168,950.00
2. McComb & Sons - \$176,500.00
3. DT Construction - \$160,716.00
4. Milestone Construction - \$174,000.00

Motion made by Mr. Smith, to take the bids under advisement, seconded by Mr. Grose, carried by unanimous vote.

HOUSING OPPORTUNITIES OF WARSAW/DRAW REQUEST #1-

Pam Kennedy from Housing Opportunities of Warsaw (HOW) presented a request to make draw # 1 for 2013 from the Home of Your Own Program. Repairs were made to a home located at 309 S. Washington St. She is requesting permission to withdraw \$8,398.00 from the Warsaw HOYO Revolving Loan Fund. Motion made by Mr. Grose to approve the draw, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

BID AWARD/BUFFALO & CANAL STREET PROJECT/STREET-

Street Superintendent Lacy Francis recommended that ProForm be awarded the Buffalo/Canal Street Project from bids that were opened during the May 3rd meeting. The project is for lining a 36" storm water line. ProForm had the lowest bid of \$112,850.00. Motion made by Mr. Smith, to accept the ProForm bid, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

SALT BID AWARD/STREET –

Superintendent of Public Works Lacy Francis presented a recap of bids received for the 2013/2014 purchase of bulk rock road salt:

- (1) Cargill - \$71.73 per ton.
- (2) Detroit Salt – Declined To Bid
- (3) Morton - \$74.16 per ton.
- (4) North American - \$72.65 per ton.

Mr. Francis recommended approval of Cargill at \$71.73 per ton. Motion made by Mr. Grose to approve the Cargill bid, seconded by Mr. Smith, carried by unanimous vote.

(Copy of bid recap attached to minutes).

STATION TWO GENERATOR UPGRADE/WWFT-

Warsaw-Wayne Fire Territory Chief Mike Brubaker presented information for an upgrade to the emergency generator at Station Two. The current generator is under-sized, doesn't run the entire station and has maintenance problems. The new generator will run the complete station with less maintenance. He received a quote from Cummins Crosspoint, LLC for \$19,175.00 and from Evapar for \$22,253.00. Motion made by Mr. Smith, to accept the bid from Cummins Crosspoint, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

CONTRACT/4TH OF JULY CELEBRATION FIREWORKS/PARK-

Park Superintendent Larry Plummer presented an agreement between the City of Warsaw and Warsaw Community Development Corporation for \$3,500.00 to be applied toward the purchase of fireworks for the annual Warsaw-Winona Lake fireworks show to be held on July 5, 2013. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Smith, motion carried by unanimous vote. (Documentation attached to minutes).

VEHICLE PURCHASE/PARK-

Mr. Plummer requested permission to purchase a new 1-Ton Dump Truck and he will be trading in a 1993 Ford Dump Truck to apply toward purchase. He received quotes from Lakeside Chevrolet for \$36,319.86, Warsaw Auto Plex for \$32,671.00, and Rice Ford for \$35,182.62. Motion made by Mr. Grose, to accept the quote from Warsaw Auto Plex, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

KOSCIUSKO COUNTY COMMUNITY FAIR, INC./WWTU-

Wastewater Utility Manager Brian Davison presented an agreement with Kosciusko County Community Fair, Inc. to rent two booths for public awareness for Wastewater and Storm water during fair week, July 8-14, 2013 at a cost of \$470.00. Motion made by Mr. Smith to approve the agreement, seconded by Mr. Grose, carried by unanimous vote. (Contract copy attached to minutes).

GRAND RIVER CONTRACT #18/CHANGE ORDER #3/WWTU-

Mr. Davison submitted for approval Change Order #3 for Contract#18 with Grand River Construction for the Center Street Pump Station. The Change Order increased the contract by \$40,254.33 and is more specifically set forth within the order. Motion made by Mr. Grose approving the Change Order, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

GRAND RIVER CONTRACT #18/CHANGE ORDER #4/WWTU-

Mr. Davison submitted for approval Change Order #4 for Contract#18 with Grand River Construction for the Center Street Pump Station. The Change Order credited the contract by \$48,484.00 and more specifically set forth within the order. Motion made by Mr. Grose approving the Change Order, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

PAY APPLICATION #11/GRAND RIVER CONSTRUCTION/CONTRACT #18/WWTU-

Mr. Davison presented a letter from Jones & Henry Engineers recommending a payment of \$40,481.81 to Grand River Construction Company for pay application #11 for the Warsaw Center Street Pump Station, Contract #18. Motion made by Mr. Grose to approve the payment, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

PAY APPLICATION #16/ HAROLD McCOMB & SON, INC.-

City Planner Jeremy Skinner presented a request for payment to Harold McComb & Son, Inc. in the amount of \$8,937.60 for Pay Application #16 for the City Hall renovations. The payment is for work completed through March 31, 2013. Motion was made by Mr. Smith to approve the payment, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

COLLABORATION AGREEMENT/ORTHOWORX-

Mr. Skinner presented a Collaboration Agreement between the Orthopedics Capital Foundation, Inc., the City, and OrthoWorx, for a grant to be used for the renovation of the third floor of City Hall. The grant of \$180,000 will be paid to the City in installments described in the agreement. The Redevelopment Commission will be receiving the funds and have already approved the agreement. Motion made by Mr. Smith accepting the agreement, seconded by Mr. Grose, carried by unanimous vote. (Copy attached to minutes).

SCEARCE RUDISEL ARCHITECTS/CONSULTATION & 3rd FLOOR DESIGN-

Mr. Skinner presented an agreement between the City and Scarce Rudisel Architects for consultation and design of the third floor of City Hall at a cost of \$20,000.00. The Redevelopment Commission has already approved the agreement. Motion made by Mr. Smith, acknowledging the agreement, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

ACM ENVIRONMENTAL SERVICES/NEW CITY HALL/PLAN-

Mr. Jeremy Skinner presented a contract with ACM Engineering & Environmental Services to test the paint for lead on the exterior of 119 W. Center St. for improvements to the Plaza. The amount of the work is not to exceed \$700.00. Motion made by Mr. Grose, to approve the contract with ACM Environmental Management, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

PAY APPLICATION #2/HUSKY TRAIL PROJECT/BUILDING & PLAN-

Mr. Skinner presented a letter from A&Z Engineering requesting a payment of \$28,472.50 for work done on the Husky Trail Project for Pay Application #2. Motion made by Mr. Smith to approve the payment to A&Z Engineering, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

LPA INVOICE/VOUCHER #2/HUSKY TRAIL PROJECT-

Mr. Skinner requested reimbursement from INDOT and the State for LPA invoice voucher #2 in the amount of \$22,778.00 for the 80/20 grant for the Husky Trail Project. Motion made by Mr. Grose to approve the invoice voucher pending Mr. Skinner verifying the percent amount from line nine (9) of the voucher, seconded by Mr. Smith carried by unanimous vote. (Copy attached).

NEW HIRES/REHIRES/CHANGES-

Human Resource Director Jennifer Whitaker presented for approval two (2) new hires/changes in payroll more specifically set forth on the list attached to minutes. Motion made by Mr. Smith to approve the new hires/changes in payroll, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes).

SPECIAL CLAIMS-

Clerk's office submitted a listing of Special Claims for approval of payment totaling \$53,491.37. Motion made by Mr. Grose to approve the claims for payment, seconded by Mr. Smith, carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim docket was presented for approval.

Regular Docket - \$2,603,491.05

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

OTHER MATTERS-

- Mayor Thallemer announced that the June 21st Board of Works meeting will be moved to Wednesday June 19th at 10:30 a.m.
- Mr. Davison announced that Warsaw will host the statewide Wastewater challenge on Tuesday May 21st. He advised that eleven teams of four will participate along with twenty judges. Several local businesses/vendors will be present to showcase their organizations along with ML Motorsports and the Fire and Police Department displaying equipment.
- At 6:30 tonight the City and Winona Lake will receive the Bicycle Friendly Community Bronze Award. Immediately following the presentation a bike ride from Winona Lake to Warsaw will take place to kick off the Fat and Skinny Tire Festival.

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**