

BOARD OF PUBLIC WORKS & SAFETY
FEBRUARY 21, 2014
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, February 21, 2014 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 Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, WWTU Manager Brian Davison, Fire Territory Chief Mike Brubaker, Firefighter Drew Shilling, City Planner Jeremy Skinner, Park Superintendent Larry Plummer, Park Recreation Director Staci Young, Police Lieutenant Kip Shuter, H/R Director Jennifer Whitaker, Jerry Frush, various others as noted on attached attendance sheet, Stacey Page from Stacey Page On-Line, and reporter Jennifer Peryam with the Times-Union.

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 7, 2014 Regular Session were presented for approval. Mr. Smith made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote.

VISITORS-

FIREFIGHTER SWORN IN/WWFT-

Fire Territory Chief Mike Brubaker introduced Firefighter Drew Shilling. Mayor Thallemer administered the Oath of Office as a Firefighter for the City. (Copy of oath attached to minutes).

NEW BUSINESS-

PARK CONTRACTS-

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

1. General Programs
 - a. Ken Ernsberger - Family Carnival, \$200
 - b. Rebecca Anglin - Zumba Workshops, \$720
2. Central Park Concert Series
 - a. Kari Lynch - entertainment for Country Concert, \$1,100
 - b. Junk Yard Band - entertainment for Classic Rock Concert, \$800
3. National Concerts:
 - a. Justine Blazer - Country Music Concert Opener, \$1,000
 - b. FlyByNight Tours, Inc., Popa Chubby artist - Blues & BBQ Concert \$6,500.00
 - c. Trent Tillman - Stagehand, Classic Rock, Blues & BBQ, & Country Concerts, \$360 (\$120 per show).

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

RIDE+WALK GRANT/PARK-

Mrs. Young reported to the Board that the Kosciusko County Convention, Recreation, and Visitor Commission have approved the City's request for grant funding to design and develop a Ride + Walk website. The amount granted is \$4,860.00. Motion made by Mr. Smith to accept the award, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached).

SANDS OFFICE EQUIPMENT/COPIER MAINTENANCE AGREEMENTS/VARIOUS DEPARTMENTS-

Various annual maintenance agreements from Sands Office Equipment were presented for approval:

Park, (Pete Thorn Center)-\$138.00

Motion made by Mr. Smith approving the agreement, seconded by Mayor Thallemer, carried by unanimous vote. (Contract worksheet attached).

Building and Plan-\$1,064.00

Motion made by Mr. Smith approving the agreement, seconded by Mayor Thallemer carried by unanimous vote. (Contract worksheet attached).

Aviation-\$84.00

Motion made by Mr. Smith approving the agreement, seconded by Mayor Thallemer carried by unanimous vote. (Contract worksheet attached).

Wastewater Utility-\$1,185.90, Wastewater Payment Office - \$572.00

Motion made by Mr. Smith approving the agreement, seconded by Mr. Thallemer carried by unanimous vote. (Contract worksheet attached).

Mayor -\$1,117.00

Motion made by Mayor Thallemer approving the agreement, seconded by Mr. Smith carried by unanimous vote. (Contract worksheet attached).

KEDCO/2014 CONTRACT-

The 2014 Agreement with KEDCO was presented for approval. KEDCO promotes the economic development of Kosciusko County through the retention and expansion of existing business and industry, and the attraction of new business investments that complements the improvement of the quality of life. The City has agreed to provide \$50,000.00 to KEDCO for 2014. Motion made by Mayor Thallemer approving the contract, seconded by Mr. Smith carried by unanimous vote. (Contract worksheet attached).

ROAD MAINTENANCE AGREEMENT/STREET DEPARTMENT-

An agreement for road maintenance and plowing between the County and the City was presented for approval. The three year agreement lists areas of snow and ice control that will be provided by each unit for each unit and more specifically set forth within the agreement. Motion made by Mayor Thallemer to approve the agreement, seconded by Mr. Smith, carried by unanimous vote. (Copy attached to minutes).

NEW HIRES/CHANGE IN PAYROLL REPORT-

Human Resource Director Jennifer Whitaker presented for approval a list of forty-eight (48) new hires/payroll changes as follows: Park-35, Street-9, Cemetery-2, Aviation-1 (board member replacement) and WWTU-1. Most positions will be part-time summer/seasonal help. Motion made by Mr. Smith to approve the report, seconded by Mayor Thallemer, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS-

A list setting forth seven (7) travel requests, Clerks Treasurer-2, Police-2, Building and Plan-2, and Street-1, more specifically set forth on the list, was presented for approval. Motion made by Mr. Smith to approve the travel request, seconded by Mayor Thallemer, carried by unanimous vote. (List attached to minutes).

SPECIAL CLAIMS-

Clerk's office submitted a listing of special claims totaling \$30,574.24. Motion was made by Mr. Smith to approve the claims for payment, seconded by Mayor Thallemer, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$1,642,509.99

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

OTHER MATTERS-

PAY APPLICATIONS #13 and #14 /HUSKY TRAIL PROJECT/BUILDING & PLAN-

City Planner Jeremy Skinner presented an invoice from A&Z Engineering requesting a payment of \$6,075 for pay application #13 for work done on the Husky Trail project including LPA Voucher #4 for right-of-way costs to INDOT seeking 80% reimbursement. He also presented pay application #14 to A&Z for \$14,055.40 including LPA Voucher #10 for preliminary engineering costs to the Indiana Department of Transportation requesting 80% reimbursement. Motion made by Mr. Smith to approve pay applications #13 & #14 to A&Z Engineering, including (RW) voucher #4 and (PE) voucher #10 to INDOT, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached).

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