

BOARD OF PUBLIC WORKS & SAFETY

June 20, 2014

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday June 20, 2014 at 10:30 A.M. in the Council Chambers at City Hall. Board Member Charles D. Smith presided and the following persons were noted as present or absent:

PRESENT: Board members Charles Smith, and Jeff Grose. Also present Clerk-Treasurer Lynne Christiansen, Attorney Adam Turner, City Planner Jeremy Skinner, Fire Chief Mike Brubaker, Police Lieutenant Kip Shuter, WWTU Manager Brian Davison, Stormwater Coordinator Theresa Sailor, City Engineer James Emans, Park Superintendent Larry Plummer, Street Superintendent Jeff Beeler, HR Director Jennifer Whitaker, John Faulkner from Stacey Page On-Line, and Warsaw Times-Union reporter Jennifer Peryam.

ABSENT: Mayor Joe Thallemer and City Attorney Mike Valentine.

The meeting was called to order by Mr. Smith followed by the Pledge of Allegiance.

MINUTES-

The minutes from the June 6, 2014 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.

NEW BUSINESS-

STREET CLOSURE/PRESBYTERIAN CHURCH-

Representatives of the Evangelical Presbyterian Church requested that the north-south alley on the west side of the church, between Jefferson and Market Streets, be closed the week of June 16 -20th. Lieutenant Kip Shuter had received verbal permission from board members during the week of June 10th since the request needed to be approved before the 16th. All members gave verbal approval to allow the closure via an e-mail request and reply to Lt. Shuter. Motion made by Mr. Grose to approve the closure, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

HOUSING OPPORTUNITIES OF WARSAW/DRAW REQUEST #1-

Housing Opportunities of Warsaw (HOW) presented a request to make Draw #1 for 2014 from the Home of Your Own Program. Repairs were made to an owner occupied home located at 202 S. Sherman Street. HOW is requesting permission to withdraw \$8,047.00 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).

PARK CONTRACTS-

Park Director Larry Plummer requested approval of the following activity contract:

1. National Concerts:

- a. Brian Neher/Stagehand for Blues & BBQ Concert-\$120.00

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

WARSAW- WAYNE FIRE TERRITORY CONTRACT/CUMMINS CROSSPOINT,

LLC-Fire Territory Chief Mike Brubaker submitted a contract with Cummins Crosspoint, LLC for maintenance of generators at each station semiannually, at a cost of \$1,061.60. Motion made by Mr. Grose to approve the maintenance agreement, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

REPLACE TEN OVERHEAD DOORS/STREET-

Street Department Superintendent Jeff Beeler received quotes to replace ten (10) overhead doors at the Street Department. He received quotes from Hostetler Doors for \$22,458.00; Mikes Garage Doors for \$26,627.78; and Safeway Door for \$26,644.18. After discussion, Mr. Smith made a motion to approve the bid from Hostetler Doors for \$22,458.00, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

MANHOLE REPAIR/WWTU-

Wastewater Utility Manager Brian Davison requested permission to repair and rehabilitate a manhole at the intersection of Lake Street and Winona Avenue, and permission was granted during the May 16th meeting for Monoform, LLC to do the work for \$6,900.00. The amount of lineal foot was actually more than quoted and Mr. Davison is asking to increase the price by \$475.00, for a total of \$7,375.00. Motion made by Mr. Grose to accept the increase, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

PAY APPLICATION #18 /HUSKY TRAIL PROJECT/BUILDING & PLAN-

City Planner Jeremy Skinner presented an invoice from A&Z Engineering requesting a payment of \$11,495.60 for pay application #18 for work done on the Husky Trail project. Mr. Skinner also presented LPA Voucher #13 for Preliminary Engineering (PE) costs to the Indiana Department of Transportation requesting 80% reimbursement. Motion made by Mr. Smith to approve pay application #18, and LPA Voucher #13, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

PAY APPLICATION #19/HUSKY TRAIL PROJECT/BUILDING & PLAN-

City Planner Jeremy Skinner presented an invoice from A&Z Engineering requesting a payment of \$2,047.50 for pay application #19 for work done on the Husky Trail project. Mr. Skinner also presented LPA Voucher #6 for Right-of-Way Services (R/W) costs to the Indiana Department of Transportation requesting 80% reimbursement. Motion made by Mr. Smith to approve pay application #19, and LPA Voucher #6, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

COUNCIL CHAMBERS SOUND SYSTEM/B&P-

Mr. Skinner presented quotes for a new sound system in the Council room at City Hall. The system will include microphones and speakers that will be placed to enhance what is said and heard during meetings held in the Council room and is ADA compliant. He received bids from BIS Digital for \$8,194.50 and from Precision Computer for \$5,591.00. Motion made by Mr. Grose to accept the bid from Precision Computer for \$5,591.00, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

BID AWARD FOR CITY HALL DIGITAL SIGN/BUILDING & PLAN-

Bids for the outside City Hall Digital Sign were received and opened during the June 6th meeting. Bids were received from Graycraft Signs for \$23,665.00 and Vanadco Signs for \$23,470.00. Mr. Skinner advised the Board that both quotes included extra items outside of the bid specs. Motion made by Mr. Grose to table the item, seconded by Mr. Smith, carried by unanimous vote.

NEW HIRES/REHIRES/CHANGES-

A new hire/change in payroll report was provided for approval listing three (3) new hires/changes in payroll. 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).

TRAVEL REQUEST-

None presented.

SPECIAL CLAIMS-

None presented

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$3,146,876.13

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

OTHER-

STORMWATER PROJECT #2014-0001/HURON PROJECT/SWU-

Stormwater Coordinator Theresa Sailor advised the Board that bids were opened on June 19th for the Huron Project which will fill a stormwater line that needs to be abandoned. The line is located just off of Huron Street, along the railroad track. Bids were received from Beer &

Slabaugh for \$20,405.00; G&G Hauling for \$22,318.25; and Niblock for \$32,572.00. After reviewing the bids, City Engineer James Emans recommended the bid be awarded to Beer & Slabaugh for \$20,405.00. Motion made by Mr. Smith to accept the recommended bid, seconded by Mr. Grose, carried by unanimous vote. Mr. Emans also requested that the Board approve and Mayor Thallemer sign the contract/agreement with Beer and Slabaugh when it is available. Motion made by Mr. Smith to approve the Mayor signing the document, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

OTHER MATTERS-

CONTRACT #21/REMOVAL OF UNDERGROUND TANK UPDATE/WWTU-

Mr. Davison updated the Board on the progress of removing an underground storage tank at Plant One under Contract #21, Demolition. The initial change order called for two (2) truck loads of soil being removed, but seventeen (17) truck loads have been removed and he will be presenting another change order. He also advised the Board that the soil has now tested good.

CITY HALL EAST DOORS/D-T CONSTRUCTION/B&P-

Mr. Skinner presented a contract from D-T Construction to replace the east doors at City Hall. Bids were opened and approved during the April 2, 2014 Board of Works meeting, and the doors are scheduled to be replaced in early July. Mr. Smith made a motion to approve the contract, seconded by Mr. Grose, 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**