

BOARD OF PUBLIC WORKS & SAFETY

September 5, 2014

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, September 5, 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, Jeff Grose and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, Attorney Adam Turner, City Planner Jeremy Skinner, Street Superintendent Jeff Beeler, Fire Chief Mike Brubaker, Police Chief Scott Whitaker, Police Lieutenant Kip Shuter, WWTU Manager Brian Davison, Stormwater Utility Manager Theresa Sailor, HR Director Jennifer Whitaker, Park Superintendent Larry Plummer, Paula Bowman, Jerry Frush, Matt Shively, John Faulkner, reporter from Stacey Page On-Line, and Warsaw Times-Union reporter Jennifer Peryam.

ABSENT: None noted.

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

MINUTES-

The minutes from the August 15, 2014 Regular Session were presented for approval. Mr. Smith made a motion to accept the minutes as presented, seconded by Mr. Grose, motion carried by unanimous vote.

NEW BUSINESS-

PATRIOT DAY REMEMBRANCE CEREMONY/STREET CLOSURE-

Police Lieutenant Kip Shuter requested a partial closing of Canal Street on September 11, 2014 to commemorate the disaster of September 11, 2001: Canal Street in front of the Center Lake Pavilion will be closed from 5:30 PM until 8:00 PM. Motion made by Mr. Grose to approve the closure, seconded by Mr. Smith, carried by unanimous vote. (Documentation attached to minutes).

STREET CLOSURE REQUEST/ FAMILY SAFETY DAY/LADDER TRUCK TRAINING/WWFT-

Fire Territory Chief Mike Brubaker requested part of Canal Street be closed on Saturday, September 13, 2014 from 10:00 AM until 4:00 PM for Family Safety Day held in Central Park. Motion made by Mr. Grose to approve the closing, seconded by Mr. Smith, carried by unanimous vote. He also requested that the 100 blocks of East and West Market Streets, and the 100 and 200 blocks of South Buffalo Street be closed on Sunday, September 14, 2014 from 8:00 AM until 11:00 AM for Ladder Truck Training. Motion made by Mr. Smith to approve the closings, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

"EXTRAVABANDZA"/STREET CLOSURE REQUEST-

Paula Bowman requested that the 100 block of West Center Street be closed on Saturday, October 11th from 1:00 PM until 10:00 PM for "Extravabandza" that will be held in the City Hall Plaza. Several different music groups will be performing throughout the afternoon and evening, as well as several other activities. Motion made by Mr. Grose to approve the closing, seconded by Mr. Smith, carried by unanimous vote.

K-9 RETIREMENT/PURCHASE AGREEMENT-

Police Chief Scott Whitaker advised the Board that K-9 Buddy will be retiring due to ongoing medical issues. Buddy has served the community for over 8 years. Buddy's handler, Lt. Joel Beam, will be purchasing Buddy from the City for \$1.00. Motion made by Mr. Smith to honor the K-9 Purchase Agreement, seconded by Mr. Grose, carried by unanimous vote. (Agreement attached).

G&G HAULING/POLICE DEPARTMENT PARKING LOT/CHANGE ORDER-

Police Chief Scott Whitaker presented Change Order #1 for the parking lot project being done by G&G Hauling and Excavating. The Change Order adds \$24,537.00 to the original contract due to

unforeseen conditions of the existing pavement. Motion made by Mr. Grose, to accept the change order, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

HURON SEWER ABANDONMENT/CHANGER ORDER #1/STORMWATER UTILITY-

Stormwater Coordinator Theresa Sailor presented the Board with Change Order #1. Beer & Slabaugh abandoned a 12-inch storm sewer located under the railroad track at High Street and Jefferson Street. The location of the work was part of the original itemized quote for the Huron Street Abandonment project. The Change Order decreases the amount of the contract by \$1,097.00. Motion made by Mr. Smith to approve the Change Order, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

PAY APPLICATION #1/ABANDONMENT OF HURON SEWER-

Mrs. Sailor presented Pay Application #1 for the Huron Sewer Abandonment project. The request is for \$13,866.18 by the contractor Beer & Slabaugh, Inc. Motion made by Mr. Grose to approve Pay Application #1, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

MARKET STREET PROJECT COORDINATION CONTRACT/INDOT/B&P-

City Planner Jeremy Skinner presented a project coordination contract between INDOT (Indiana Department of Transportation) and the City. The contract is for the reconstruction of Market Street from Hickory Street to Bronson Street. Motion made by Mr. Grose to accept the contract, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

UTILITY CONTRACTS/TECHNOLOGY PARK/B&P-

Mr. Skinner presented two contracts to expand utilities to the Tech Park. The contracts are with NIPSCO (Northern Indiana Public Service Company) for gas only, and with Indiana American Water. Kosciusko REMC will provide electricity through the developer. The utilities will be expanded along the new portion of Polk Drive. NIPSCO's contract will cost \$27,501.00 and the Indiana American Water contract will cost \$119,862.62. Both of the contracts are reimbursable and have been approved by the Redevelopment Commission. Motion made by Mr. Smith to accept both utility contracts, seconded by Mr. Grose, and carried by unanimous vote. (Information attached to minutes).

KOSCIUSKO COUNTY CONVENTION & VISITORS BUREAU/AD FOR VISITORS GUIDE-

Mayor Thallemer provided the Board with a contract for a 1/6 page vertical "City of Warsaw" advertisement to be placed in the 2015 Kosciusko County Convention and Visitors Bureau Annual Visitors Guide. The price for the advertisement will be \$561.00 total with ½ of the payment being made in 2014 and the other half in 2015. Motion made by Mr. Grose approving the contract, seconded by Mr. Smith, carried by unanimous vote. (Documentation attached to minutes).

MUNICIPAL CODE CORP./CODE ON INTERNET FEES-

Municipal Code Corporation is a company that provides codification of ordinances and has provided on-line services to the City for several years. The new contract features "CodeBank" which provides an option of keeping an archived version of each Code supplement posted online. The yearly contract has increased from \$500.00 to \$650.00 to cover the cost of the improvement. Motion made by Mr. Grose to approve the contract, seconded by Mr. Smith, carried by unanimous vote. (Contract worksheet attached to minutes).

NEW HIRES/PAYROLL CHANGES-

The Human Resources Department presented a New Hire/Change in Payroll Report for approval: Police Department-One (1). Motion made by Mr. Grose to approve the report, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

TRAVEL REQUESTS-

A list setting forth six (6) travel requests was submitted for approval. Motion made by Mr. Smith to approve the requests, seconded by Mr. Grose, carried by unanimous vote. (Info. attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$476,096.75

EOM Docket - \$788,997.61

Pension Docket - \$39,583.23

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

OTHER-

-Mayor Thallemer noted that several paving projects may take place before the end of the year. Locations that are targeted are Ranch Road, Tigers Retreat, Lake Street, and Frontage Road.

POLICE CHAPLIN CONTRACT-

HR Director Jennifer Whitaker walked-in an amended Service Agreement between the City and Pastor Layne Sumner who is the volunteer Chaplin for the Police Department. The agreement will reimburse Mr. Sumner up to \$1,000 per year for professional development training. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

-Matt Shively, who resides on Fairlane Drive, asked the board to review the City's Noise Ordinance and compare it to the State Statute on fireworks.

-City Planner Jeremy Skinner advised the board that the cement on the west end of the plaza will be replaced starting on Saturday the 6th.

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