

BOARD OF PUBLIC WORKS & SAFETY
OCTOBER 20, 2014
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Monday, October 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, Jeff Grose. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Superintendent of Public Works Jeff Beeler, WWTU Manager Brian Davison, Fire Territory Chief Mike Brubaker, H/R Director Jennifer Whitaker, Police Chief Scott Whitaker, Police Lieutenant Kip Shuter, Park Superintendent Larry Plummer, Stormwater Coordinator Theresa Sailor, Firefighter Troy Knefelkamp and his family and friends, Marsha Schaddelle from Warsaw Housing Authority, Council member Jerry Frush, Ink Free News reporter Deb Patterson, and Times-Union reporter Jennifer Peryam.

ABSENT: Mayor Thallemer

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

MINUTES-

The minutes from the October 3, 2014 Regular Session were presented for approval. Board member Grose made a motion to accept the minutes as presented, seconded by Board member Smith, motion carried by unanimous vote.

VISITORS-

FIREFIGHTER SWORN-IN/WWFT-

Fire Territory Chief Mike Brubaker introduced Firefighter Troy Knefelkamp. Mr. Smith administered the Oath of Office as a Firefighter for the City. (Copy of oath attached to minutes).

REPORTS/ORAL & WRITTEN COMMUNICATION-

2015 Meeting Dates and Holidays

NEW BUSINESS-

FUEL AGREEMENTS/POLICE-

Police Chief Scott Whitaker presented a fuel agreement between the City, Lassus Brothers Oil and North Central Co-Op. Currently City vehicles fuel up at the Police Department but the equipment is becoming outdated and beginning to fail. Lassus Brothers will provide unleaded fuel at \$2.731 per gallon and diesel fuel at \$2.9360 per gallon thru December of 2015. North Central Co-Op will furnish various grades of diesel fuel only, ranging in price of \$2.789 per gallon to \$3.207 per gallon thru October of 2015. Lassus will provide cards for employees to use at the pumps while North Central Co-Op will provide keys. After discussion a motion was made by Mr. Grose approving the agreements, seconded by Mr. Smith and carried by unanimous vote. This item was a walk-in and not listed on the agenda. (Information attached to minutes).

WARSAW HOUSING AUTHORITY/ RELEASE OF MORTGAGE-

Marsha Schaddelee from Warsaw Housing Authority requested a release of mortgage on the following property:

Mary E. Ceballos, no address given: Recorded document #200400015590.

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

STREET CLOSURE REQUEST/GOVERNOR VISIT-

John Elliott requested that the 100 block of North Buffalo Street be closed from 12:30 pm to 3:00 pm on Saturday November 1, 2014 to accommodate a visit from Governor Mike Pence. Motion made by Mr. Grose to approve the closing, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

ALLEY CLOSURE REQUEST-

Dave Gustafson, from Three Crowns Coffee/Oak & Alley, requested that the alley between 114 S. Buffalo Street and City Hall be closed on Saturday November 1, 2014. He is requesting the closure between 12:00 pm (noon) thru 12:00 am (midnight) for a music and food event. Motion made by Mr. Grose to approve the closing, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

CANON COPIER/SANDS OFFICE EQUIPMENT/WWTU-

Park Superintendent Larry Plummer requested permission to purchase a Canon iRA C2225 Copier from Sands Office Equipment for the Park office for \$5,758.87 with an annual maintenance agreement of \$1,200.00. Motion made by Mr. Grose approving the quote and purchase, seconded by Mr. Smith, carried by unanimous vote. (Contract Worksheet attached).

HVAC SYSTEM/STREET-

Street Superintendent Jeff Beeler requested approval to replace heating/air conditioning units in several areas of the Street Department. He received quotes from Quine Freeman for \$28,157.00, Core Mechanical Series, Inc. for \$31,257.00 and from Collier's Heating and A/C for \$42,190.00. Motion made by Mr. Smith to approve the quote from Quine for \$28,157.00, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

WELDER PURCHASE/STREET-

Mr. Beeler requested to purchase a new welder. He received quotes from American Welding & Gas, Inc. for \$4,803.00, Northern Gases & Supplies, Inc. for \$4,680.00 and from Purity Cylinder Gases Inc. for \$4,777.98. Motion made by Mr. Smith to approve the quote from Northern Gases for \$4,680.00, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

MARKET STREET IMPROVEMENTS/CHANGE ORDER#1/A&Z ENGINEERING-

Stormwater Coordinator Theresa Sailor presented Change Order #1 for the Market Street Improvement project. The order adds additional services to complete the design of storm sewer improvements along the street. The additional cost will be \$4,950.00. Motion made by Mr. Grose to approve the change order, seconded by Mr. Smith, carried by unanimous vote. (Contract worksheet attached to minutes).

K21 GRANT/DEFIBRILLATION UNITS/FIRE-

Fire Territory Chief Mike Brubaker requested permission to apply for a grant through the K-21 Health Foundation, he is seeking \$81,534.00. He will use the funds to upgrade three (3) defibrillation units to allow double sequential defibrillation and will be the same units the medics use. Motion made by Mr. Smith to move forward with the grant application, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

PAY APPLICATION #22 /HUSKY TRAIL PROJECT/BUILDING & PLAN-

City Planner Jeremy Skinner presented an invoice from A&Z Engineering requesting a payment of \$9,268.00 for Pay App. #22 for work done on the Husky Trail project. LPA Voucher # 16 for Preliminary Engineering Costs to the Indiana Department of Transportation requesting 80% reimbursement for the pay request was also included. Motion made by Mr. Grose to approve the Pay Application to A&Z Engineering and Voucher to INDOT, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

E.F. RHOADES/FIRE ALARM SYSTEM/CITY HALL-

Mr. Skinner presented a quote from E.F. Rhoades & Sons/Cottage Watchman to install additional smoke detectors at City Hall. The detectors will be located outside the elevator doors and are part of the elevator rehabilitation project. The cost for the work and materials will be \$1,577.70. Motion made by Mr. Smith to approve the quote, seconded by Mr. Grose and carried by unanimous vote. (Information attached to minutes).

VEHICLE PURCHASE/WWTU-

Wastewater Treatment Utility Manager Brian Davison requested permission to purchase a new ³/₄ ton truck. He received quotes including alternate bids from Rice Ford for \$30,454.92 for a 2015 Ford F-250 Crew 4X4, Warsaw Chrysler Dodge Jeep Ram for \$23,786.00 for a 2015 2500 Tradesman Crew Cab 4X4, and Lakeside Chevrolet for \$25,363.00 for a 2015 Silverado

2500HD. He is also requesting permission to purchase a plow for the chosen truck from Riggs Outdoor Power Equipment for \$5,176.87. Motion made by Mr. Grose, to accept the quote from Warsaw Chrysler Dodge Jeep Ram for \$23,786.00 with alternates #2 and #3 for an added \$800.00 plus the plow purchase for a total of \$29,762.87, seconded by Mr. Smith, carried by unanimous vote. (Information attached).

WARSAW COMMUNITY SCHOOLS/ICE MELTING MATERIALS-

An agreement was presented to the Board for approval of a Memorandum of Understanding Agreement - Ice Melting Materials 2014-15 Winter Season. This agreement between the City of Warsaw and Warsaw Community Schools is for the purpose of jointly purchasing ice melting material with the City having priority in case of a salt shortage. Motion made by Mr. Smith to approve the agreement, seconded by Mr. Grose, carried by unanimous vote. (Memorandum of Understanding attached to minutes).

NEW HIRES/CHANGE IN PAYROLL REPORT/HR-

Human Resource Director Jennifer Whitaker provided for approval two (2) new hires/changes in payroll: 1-Police Department; and 1-Fire Department. Motion made by Mr. Grose to approve the new hires/payroll changes, seconded by Mr. Smith, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS-

A list setting forth two (2) travel requests: Police-Kip Shuter; Park-Liz McKinley, was submitted for approval. Motion made by Mr. Grose approving the travel requests, seconded by Mr. Smith, carried by unanimous vote. (Info. attached to minutes).

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$2,450,074.63

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