

BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 21, 2014
3:00 P.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, November 21, 2014 at 3:00 P.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, Attorney Adam Turner, Public Works Superintendent Jeff Beeler, City Planner Jeremy Skinner, Stormwater Coordinator Theresa Sailor, Engineer James Emans, Parks Director Larry Plummer, Jr., WWTU Assistant Manager Larry Hyden, Police Chief Scott Whitaker, Police Lieutenant Joel Beam, H/R Director Jennifer Whitaker, Jerry Frush, Police Officer Gordon Allen III, family, friends, and co-workers, InkFree News reporter Deb Patterson, and Times-Union reporter Jennifer Peryam.

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 November 10, 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-

POLICE OFFICER SWORN-IN/WPD-

Police Chief Scott Whitaker introduced Police Officer Gordon Allen III. Mayor Thallemer administered his Oath of Office as a Police Officer for the City. (Copy of oath attached to minutes).

REPORTS/ORAL & WRITTEN COMMUNICATION-

None presented.

UNFINISHED BUSINESS-

ALLEY DRAINAGE IMPROVEMENT 2014-0002/BID AWARD-

Bids were opened during the November 10, 2014 meeting for alley work in the 100 Block of E. Center Street. The only bid received was from Niblock Excavating, Inc. for \$3,832.00. Engineer James Emans reviewed the proposal and is recommending that Niblock be awarded the bid. Motion made by Mr. Smith to accept the bid from Niblock for \$3,832.00, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

NEW BUSINESS-

NYE YOUTH CABIN/EXTERIOR WORK/ FLOOR PAINTING/ PARK-

Park Superintendent Larry Plummer Jr. submitted quotes for the staining of the exterior of Nye Youth Cabin, when weather permits. He received quotes from Quality Home Decorating (Lee Painting Contractors) for \$3,289.00 and Cornerstone Painting Company for \$3,365.00. He also submitted quotes for the painting of the Nye Youth Cabin floor. He received quotes from Quality Home Decorating for \$2,999.00 and from Cornerstone Painting Company for \$3,250.00. Motion made by Mr. Smith to accept both quotes from Quality Home Decorating for \$3,289.00 and \$2,999.00, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

TRUGREEN CONTRACT/PARK-

A contract with TruGreen Commercial for spraying of trees and shrubs at Central Park, Kiddieland and McKinley Park for a total of \$5,345.00 was presented for approval. Motion made by Mr. Smith to approve the contract seconded by Mayor Thallemer, carried by unanimous vote. (Contract worksheet attached to minutes).

PAY APPLICATION #6/MARKET STREET/B&P-

City Planner Jeremy Skinner requested approval of pay application #6 for the Market Street Road Design of \$2,056.50 to A&Z Engineering. Motion made by Mr. Smith to approve the request, seconded by Mayor Thallemer, carried by unanimous vote. (Information attached to minutes).

2015 CONTRACTS WITH NOT-FOR-PROFITS-

The following Agreements for services with other organizations were presented for approval.

-**AWL** (Animal Welfare League) - \$19,000.

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

-**CCAC** (City County Athletic Complex) - \$31,000.

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

-**KABS** (Kosciusko Area Bus Service) - \$18,500/\$10,000.

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

-**WCDC** (Warsaw Community Development Corporation) - \$12,600.

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

-**WHA** (Warsaw Housing Authority) - \$30,000.

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

-**HOW** (Housing Opportunities of Warsaw) - \$25,000.

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

-**THE CENTER FOR LAKES & STREAMS AT GRACE COLLEGE** - \$5,000.

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

FIRST FRIDAY & SPECIAL EVENTS COORDINATOR-

An agreement between the City of Warsaw and Paula Bowman as the Special Events Coordinator for downtown events in the amount of \$666.67 per month for 2015/\$8,000.00 annually was presented for approval. Motion made by Mr. Smith to approve the agreement, seconded by Mayor Thallemer, carried by unanimous vote. (Contract worksheet attached to minutes).

H.J. UмбаUGH ACCOUNTING AGREEMENT/GO BOND 2014-

An agreement from H. J. Umbaugh & Associates to provide accounting services for the City related to the issuance of the General Obligation Bond 2014 was presented for approval. A fee schedule was included within the agreement. Motion made by Mr. Smith to accept the agreement, seconded by Mayor Thallemer carried by unanimous vote. (Contract worksheet attached to minutes).

COBRA RATES DENTAL BENEFITS/ADMIN FEE SCHEDULE/HR-

Director of Human Resources Jennifer Whitaker presented a document with COBRA rates for Dental Insurance for employees who have separated from the City. Also included was a document showing an Admin Fee Schedule Endorsement for Dental and Short Term Disability with Dunn & Associates, the administrator of the plan. The document is in effect from January 1, 2015. Motion made by Mr. Smith to accept the terms, seconded by Mayor Thallemer, carried by unanimous vote. (Copy attached).

UNUM LIFE, AD&D, <D/EMPLOYEE INSURANCE-

Ms. Whitaker requested approval of UNUM Insurance Company for Life, AD & D and Long Term Disability coverage for employees. The policy will be in effect on January 1, 2015. Motion made by Mayor Thallemer to approve the renewal, seconded by Mr. Smith, carried by unanimous vote. (Copy attached to minutes).

NEW HIRES/ CHANGE IN PAYROLL REPORT-

Ms. Whitaker provided for approval five (5) new hires/changes in payroll report within various departments. Motion made by Mr. Smith to approve the new hires/payroll changes, seconded by Mayor Thallemer, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS-

A list setting forth two (2) travel requests: Airport (1) and Mayor (1) were presented for approval. Motion made by Mr. Smith to approve the travel requests, seconded by Mayor Thallemer, carried by unanimous vote. (Copy attached).

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$1,490,643.05

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

OTHER MATTERS-

-Mayor Thallemer reported that due to the recent decline in the temperature, the scheduled road project at Tiger's Retreat will not be finished this year.

-Board member Smith reported on a meeting he attended earlier today in South Bend on Regional Cities Initiative that was sponsored by the Economic Development Corporation of Indiana.

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