

BOARD OF PUBLIC WORKS & SAFETY
JANUARY 16, 2015
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, January 16, 2015 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, City Attorney Mike Valentine, WWTU Manager Brian Davison, City Engineer James Emans, City Planner Jeremy Skinner, Fire Territory Chief Mike Brubaker, Police Chief Scott Whitaker, Police Lieutenant Kip Shuter, Park Superintendent Larry Plummer, Cemetery Sexton Hal Heagy, Street Superintendent Jeff Beeler, First Friday Coordinator Paula Bowman, Jerry Frush, Jennifer and Alan Lucht from Warsaw Breakfast Optimist Club, representatives from Jack Doheny Equipment and Brown Equipment, InkFree News reporter Deb Patterson, and Times-Union reporter Jennifer Peryam.

ABSENT: None

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

MINUTES-

The minutes from the January 5, 2015 Regular Session were presented for approval. Motion made by Mr. Smith to approve the minutes as presented, seconded by Mr. Grose, carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATION-

1. Police Department 2014 Annual Traffic Report

NEW BUSINESS-

BREAKFAST OPTIMIST CLUB STREET CLOSURE FOR CAR SHOW-

Warsaw Breakfast Optimist representatives Jennifer and Alan Lucht requested the City approve the closure of Center Street from Lake Street to first alley east of Lake City Bank; Buffalo Street from Market Street to Main Street; ½ of the 100 block of N. Indiana Street; ½ block of S. Indiana Street between Market Street and Main Street, plus the City Hall Parking Lot (Plaza) during the City of Lakes Cruise-In sponsored by the Warsaw Breakfast Optimist Club. The event is scheduled for Sunday, May 17, 2015 and they requested the streets be closed from 7 a.m. until 7 p.m.. Motion made by Mr. Smith approving the street closures for the Optimist Car Show, seconded by Mr. Grose, carried by unanimous vote. (Documentation attached).

FIRST FRIDAY 2015 STREET CLOSURES-

First Friday Coordinator Paula Bowman requested the following streets be closed for all First Friday events in 2015: Center Street between Lake and Indiana Streets, and Buffalo Street between Main and Market Streets. In August, the 100 block of East and West Market Streets will be closed, as well as the 200 block of South Buffalo Street. Motion made by Mr. Grose to approve the closures for First Friday events, seconded by Mr. Smith, carried by unanimous vote. (Copy of map attached).

THREE-WHEELED MECHANICAL VEHICLE BIDS-

Advertised bids were received and opened for a three-wheeled mechanical vehicle (street-sweeper). Bids were received from Jack Doheny Equipment for a 2015 Elgin at \$163,000.00, and from Brown Equipment for a 2015 Global M3 at \$185,585.00. Motion made by Mr. Smith to take the bids under advisement, seconded by Mr. Grose, carried by unanimous vote.

DEMOLITION OF BUILDING/B&P-

City Planner Jeremy Skinner requested to demolish a structure located at 832 East Market Street per order of Lawrence Clifford, the City's Code Hearing Officer. Mr. Skinner received quotes from Superior Excavating for \$10,840.00 and from Gawthrop Excavating for \$8,000.00. Motion made by Mr. Smith to accept the quote from Gawthrop Excavating, seconded by Mr. Grose, carried by unanimous vote. (Letter attached to minutes).

HEARING OFFICER/L. CLIFFORD AGREEMENT-

An agreement between the City of Warsaw and Lawrence Clifford was presented for approval. This agreement retains the services of Mr. Clifford as an independent Hearing Officer for the City's Department of Code Enforcement at a cost of \$8,100.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Smith, carried by unanimous vote. (Contract worksheet attached to minutes).

NIBLOCK EXCAVATING/MARKET STREET CONTRACT-

City Planner Jeremy Skinner presented a contract between Niblock Excavating and the City to complete work for the Market Street Project. Niblock was awarded the contract late last year for a total cost of \$1,460,530.65. Motion made by Mr. Smith to approve the contract, seconded by Mr. Grose, carried by unanimous vote. (Contract worksheet attached).

LEGAL SERVICES AGREEMENT/FIRE TERRITORY-

Fire Territory Chief Mike Brubaker requested for approval a Fee Agreement/Employment Letter with Green, Grossnickle & Flecker Attorneys at Law, Syracuse, Indiana for legal services for the Warsaw-Wayne Fire Territory. The fees are more specifically set forth within the agreement. Fire Chief Brubaker reported that the Fire Territory Board recommends approval of the agreement. Motion made by Mr. Grose to accept the agreement, seconded by Mr. Smith, carried by unanimous vote. (Contract worksheet attached to minutes).

GRANT AWARD/KOSCIUSKO COUNTY REMC/FIRE-

Fire Territory Chief Mike Brubaker requested the acceptance of a grant from the K21 Health Foundation for a total amount of \$54,356.00. These funds are in support of the purchase of two cardiac monitors. Motion made by Mr. Smith to accept the funding, seconded by Mr. Grose. Motion carried by unanimous vote. (Award letter attached).

BOBCAT PURCHASE/PARK-

Park Superintendent Larry Plummer requested approval to purchase a Bobcat S570 T4 skid-steer loader at a cost of \$7,055.80, including trade-in, from Bobcat of Warsaw as part of the Bobcat Rotation Plan. He also received quotes from Bobcat of Michiana for \$10,300.00 and Bobcat of Lafayette for \$14,636.20. Motion was made by Mr. Smith to accept the quote from Bobcat of Warsaw, seconded by Mr. Grose, carried by unanimous vote. (Contract Worksheet attached to minutes).

PARK CONTRACTS-

Mr. Plummer requested approval of the following activity contracts:

1. Incredible Bats – Fall Family Fun Fest- \$350.

Motion made by Mr. Smith to approve the contract, seconded by Mr. Grose, carried by unanimous vote.

2. Ambassadors David's Productions- Central Park Concert Series - \$1,800.

Motion made by Mr. Smith to approve the contract, seconded by Mr. Grose, carried by unanimous vote.

GRANT APPLICATION REQUEST/CENTRAL PARK CONCERT SERIES/PARK-

Mr. Plummer requested approval to apply for a Kosciusko County Community Foundation, Inc. Grant for \$5,353.40. This would be for the 2015 fiscal cycle in support of the Central Park Concert Series. It is a supplemental grant in addition to the 2014-2015 Indiana Arts Commission grant. Motion made by Mr. Smith to approve the request, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

VEHICLE PURCHASE/WWTU-

Wastewater Treatment Utility Manager Brian Davison requested permission to purchase a 2015 2500HD Crew Cab Truck with wheel-to-wheel steps. He received quotes from Rice Ford for \$37,376.20 (errors on bid and several items not included), Warsaw Autoplex for a GMC for \$30,321.00 and a Ram for \$29,992.00, and Lakeside Chevrolet for \$30,350.45. Motion made by Mr. Smith, to accept the quote from Warsaw Autoplex for the Ram at \$29,992.00, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

PLOW FOR NEW VEHICLE PURCHASE-

Mr. Davison is also requesting permission to purchase a plow for the newly approved Ram truck, from Riggs Outdoor Power Equipment for \$5,584.76. Motion made by Mr. Grose to approve the plow purchase, seconded by Mr. Smith, carried by unanimous vote. (Information attached to minutes).

LASSUS BROTHERS OIL/REVISION OF PREVIOUS AGREEMENT/POLICE-

Police Chief Scott Whitaker requested the Board to approve a new fuel purchase agreement. An agreement had been approved in 2014, but with the recent reduction in fuel prices a new agreement had been requested. The new agreement lowers the price of 87 octane unleaded gasoline from \$2.73 per gallon to \$2.4810 in 2015 and \$2.1000 in 2016. Diesel fuel (cetane rating of 45) will be purchased as needed at whatever the current price is at the date of purchase. 75,000 gallons of combined unleaded gasoline and diesel fuel must be purchased in both 2015 and 2016. Motion made by Mr. Smith to approve the revised agreement, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

REPLACEMENT OF HEATING UNIT/POLICE-

Chief Whitaker walked-in a request to replace a rooftop heating and cooling unit at the Police Department. The current unit is longer working and needs to be replaced as soon as possible. He received a quote from Quine Freeman for \$11,653.00. A second quote for \$11,800.00 was obtained but no company was mentioned. Motion made by Mr. Smith to approve the new unit from Quine Freeman for \$11,653.00, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

MEDSTAT AGREEMENT FOR WORKERS COMPENSATION INJURY CARE SERVICES-

Human Resource Director Jennifer Whitaker presented a three (3)-year agreement specifying rates with Medstat Urgent Care and Occupational Health. The contract is for workers compensation injuries, physicals, and drug testing. The prices may be adjusted annually if needed. Motion made by Mr. Smith to approve the Medstat agreement, seconded by Mr. Grose, carried by unanimous vote. (Copy attached to minutes).

NEW HIRES/CHANGE IN PAYROLL REPORT-

A list of four (4) payroll changes was walked-in for approval: Police-three (3); HR (support for part-time "roving" administrative assistant for all departments)-one (1). Motion made by Mr. Grose to approve the employee changes, seconded by Mr. Smith, carried by unanimous vote. (List attached).

TRAVEL REQUESTS-

Two lists setting forth five (5) travel requests was presented: Police- three (3); HR- two (2). Motion made by Mr. Grose to approve the travel requests, seconded by Mr. Smith, carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim docket was presented for approval.

Regular Docket-\$2,131,423.94

Motion made by Mr. Grose to approve the 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