

BOARD OF PUBLIC WORKS & SAFETY
OCTOBER 10, 2016
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Monday October 10, 2016 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 Jeff Grose, George Clemens, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, Superintendent of Public Works Jeff Beeler, WWTU Manager Brian Davison, WWTU Payment Officer Manager Mary Lou Plummer, Park Superintendent Larry Plummer, Recreation Director Sheila Wieringa, Assistant City Planner Justin Taylor, H/R Director Jennifer Whitaker, Fire Territory Chief Mike Wilson, Cemetery Sexton Hal Heagy, Jerry Frush, Cindy Dobbins, InkFree News reporter Deb Patterson, and Times-Union reporter David Slone.

ABSENT: None noted.

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

MINUTES-

The minutes from the September 16, 2016 Regular Session were presented for approval. Board member Grose made a motion to accept the minutes as presented and amended, seconded by Board member Clemens, motion carried by unanimous vote.

NEW BUSINESS-

STREET CLOSURE FOR "SPOOKTACULAR"-

A request for the closure of the 100 blocks of East and West Center Streets; the 100 blocks of East and West Market Streets; the 100 blocks of North and South Buffalo Streets; and a portion of the 200 block of South Buffalo Street during the "Halloween Spooktacular" event scheduled for Friday, October 28, 2016, was presented for approval. The closures are scheduled for 3:00 p.m. thru 9:00 p.m. Motion made by Mr. Clemens to approve the street closures, seconded by Mr. Grose, carried by unanimous vote. (Documentation attached to minutes).

WINDGATE PROPERTIES/REQUEST TO WRITE-OFF WWTU FEES-

WWTU Payment Office Manager Mary Lou Plummer requested permission to write-off fees for property formerly owned by Windgate Properties located at 704 W. Market Street. Windgate purchased the property at a Sheriff's Sale in October of 2014, and none of the monthly bills were paid during the redemption period. They received the deed to the property in May of 2016, sold the property, and did pay the WWTU liens that had been filed against the property. The July payment was made. However they have refused to pay the three prior months of April, May, and June totaling \$117.33. Motion made by Mr. Clemens to approve the write off of \$117.33, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

PARKS DEPARTMENT CONTRACTS-

- (1) Contract with Harold Keiser for the Twinkle Parade event on December 2, 2016 at a cost of \$200.00.

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

- (2) Contract with Ice Creations to carve six pumpkins on Friday October 14 from 6-8 p.m. for the Fall Family Fun Event at Lucerne Park at a cost of \$400.00

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

A&Z ENGINEERING/STAKING SERVICES/B&P-

Assistant City Planner Justin Taylor requested permission to enter into an agreement with A&Z Engineering who will provide right-of-way staking services for the Husky Trail Project, in order to relocate various utilities. Cost of the contract is \$3,400.00. Motion made by Mr. Grose to approve the contract, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

A&Z ENGINEERING/SUPPLEMENTAL AGREEMENT #2/B&P-

A supplemental agreement was presented for approval. The agreement increases the cost of the initial engineering contract with A&Z Engineering that was approved several years ago for the Husky Trail Project. The cost of services for utility relocations and additional crosswalk design for ADA requirements has drastically increased and the supplemental agreement adds \$13,144.00 to the original contract. Motion made by Mr. Clemens to approve Supplemental Agreement #2, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

MAI ARCHITECTS/SITE AND PROGRAMMING INVESTIGATION/SKATING RINK-

A contract with MAI Architects was presented for approval. The contract encompasses a conceptual design as well as evaluation of potential sites for a proposed skating rink at Center Lake Park. Cost of the services will be \$15,000.00. Motion made by Mr. Grose to approve the contract with MAI Architects, seconded by Mr. Clemens, carried by unanimous vote. (Information attached to minutes).

NIPSCO/EXTENSION OF GAS SERVICE/WWTU-

Wastewater Treatment Utility Manager Brian Davison requested permission to enter into an agreement with Northern Indiana Public Service Company (NIPSCO) to extend its gas facilities at the plant located at 2056 North 150 West. Cost of the services will be \$6,582.20. Motion made by Mr. Clemens to approve the contract, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

AMERICAN ELEVATOR, INC./ANNUAL MAINTENANCE AGREEMENT-

An annual maintenance agreement with American Elevator, Inc. for monthly maintenance to the elevator located in City Hall was presented for approval. Cost of the agreement will be \$2,163.00. Motion made by Mr. Clemens approving the agreement, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

TRAVEL REQUESTS-

A list setting forth three (3) travel requests: Mayor -1; Aviation-1; Park-1 was submitted for approval. Motion made by Mr. Grose to approve the travel requests, seconded by Mr. Clemens, with Mayor Thallemer abstaining. (Info. attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$391,805.03

EOM Docket - \$1,558,859.11

Fire & Police Pension Docket - \$40,710.10

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

OTHER MATTERS-

-Street Department Superintendent Jeff Beeler announced that the milling of Main Street will start on Wednesday, October 12, 2016, and that paving will start on Wednesday, October 19, 2016, depending on weather. He requested no parking along the street on those days.

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

