

BOARD OF PUBLIC WORKS & SAFETY
FEBRUARY 3, 2012
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, February 3, 2012 at 10:00 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, Charles Smith, and Mayor Thallemer. Also present, City Attorney Mike Valentine, WWTU Manager Brian Davison, City Planner Jeremy Skinner, Park Superintendent Larry Plummer Jr., Fire Chief Michael Brubaker, Police Chief Scott Whitaker, Police Lieutenant Kip Shuter, H/R Director Jennifer Whitaker, Cemetery Sexton Hal Heagy, Park Maintenance Director Shaun Gardner, Park Recreation Director Staci Young, and Jennifer Peryam from the Times Union.

ABSENT: Clerk-Treasurer Lynne Christiansen

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

MINUTES –

The minutes from the January 20, 2012 Regular Session were presented for approval. Motion made by Mr. Grose to approve the minutes, seconded by Mayor Thallemer, carried by unanimous vote.

NEW BUSINESS –

1405 RANCH ROAD SEWAGE CHARGES/WWTU-

Mary Lou Plummer, WWTU Office Supervisor, submitted a letter from Mark & Donna Shafer requesting sewage charges from 2007 for \$1,982.36 be “forgiven”. The letter states that the house has been condemned due to broken water pipes and no further charges have been incurred since November 1, 2011. Motion made by Mr. Smith to deny the request, seconded by Mr. Grose carried by unanimous vote. (Documentation attached to minutes).

PARK CONTRACTS –

Park Recreation Director Staci Young, requested approval of following activity contracts:

1. Rebecca Anglin, Zumba Workshop (2 sessions) \$360.00 each session
2. Friday Evening Performing Arts Series:
 - a. Michael Kelsey - \$800.00
 - b. Soul Funkshun - \$1,000.00
 - c. Kennedy’s Kitchen - \$1,200.00
 - d. Junk Yard Band - \$800.00
 - e. Keith Scott - \$650.00
 - f. Fabian Guzman - \$900.00
 - g. Myra Atkinson - \$1,200.00
 - h. David Molinari - \$1,000.00
 - i. Kris Hitchcock - \$1,200.00
3. Warsaw Community Schools – Concert inclement weather facilities agreements.

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

ANDERSON PROPERTY MANAGEMENT/PARK-

Park Superintendent Larry Plummer Jr. requested approval of a contract with Anderson Property Management in the amount of \$16,999.92 for the 2012 Maintenance Agreement for the gardens at Central Park. Mr. Smith made a motion to approve the contract, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

ACE PEST CONTROL/PARK-

Park Superintendent Larry Plummer Jr. requested approval of a service agreement with Ace Pest Control in the amount of \$150.00 per month for monthly extermination control at five (5) buildings. Mr. Smith made a motion to approve the service agreement, seconded by Mayor Thallemer, carried by unanimous vote. (Copy attached).

SIGNATURE TREE COMPANY/PARK-

Park Superintendent Larry Plummer Jr. requested approval of a contract with Signature Tree Company in the amount of \$3,905.00 for tree care of cottony-cushion maple scale disease. Mayor Thallemer made a motion to approve the contract, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

DUPONT IMPRELIS/PARK-

Park Superintendent Larry Plummer Jr. requested approval of a claim resolution agreement with Dupont Imprelis to replace the trees damaged at Central Park. Mayor Thallemer made a motion to approve the claim resolution agreement, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

2012 BOBCAT SKID-STEER LOADER/PARK-

Park Superintendent Larry Plummer Jr. requested approval to purchase a 2012 Bobcat skid-steer loader with a trade-in of a 2011 Bobcat through the Bobcat replacement program for \$1,800.00. Mr. Smith made a motion to approve the purchase, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

WILLIAM NEAL – APPRAISAL SERVICES-BLDG & PLAN-

City Planner, Jeremy Skinner requested approval of a contract with William Neal in the amount of \$1,000.00 for appraisal services for the Nye-Brandt Plat. Mr. Smith made a motion to approve the contract, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

FIRST FRIDAY SPECIAL EVENTS COORDINATOR-

Mayor Thallemer presented an agreement between Paula Bowman and the City of Warsaw as the Special Events Coordinator for the Downtown Events in the amount of \$500.00 per month for the months of February thru December. Motion made by Mayor Thallemer to approve the agreement, seconded by Mr. Smith, carried by unanimous vote. (Copy attached)

M.K. BETTS ENGINEERING & CONTRACTING, INC./WWTU-

WWTU Manager, Brian Davison presented a proposal from M.K. Betts Engineering & Contracting, Inc. in the amount of \$4,580.00 to remove a rotomat from the City of Carmel and bring it to WWTU Plant 1. Motion made by Mr. Grose to approve the proposal, seconded by Mr. Smith, carried by unanimous vote. (Copy attached)

BID AWARD/RAW WASTEWATER PUMPS/WWTU-

WWTU Manager, Brian Davison presented information from bids opened during the January 6, 2012 meeting for the purchase of five (5) raw wastewater pumps at the Center Street Pump Station. Jones & Henry is recommending the bid be awarded to Straeffer Pump & Supply, Inc. at a cost of \$94,985.00. Motion made by Mr. Smith to approve the award, seconded by Mr. Grose, carried by unanimous vote. (Copy attached)

DUPERON CORP/MECHANICAL SCREEN –WASHER-COMPACTOR/WWTU-

WWTU Manager, Brian Davison presented a proposal and agreement with Duperon Corporation in the amount of \$158,000.00 for the purchase of a mechanical screen, washer, and compactor for the Center Street Pump Station. This agreement has already been approved and was only presented for signatures. (Copy attached)

NIPSCO AGREEMENTS/ ELECTRIC SERVICES/WWTU & CITY HALL-

WWTU Manager, Brian Davison presented several agreements for new electrical services & tariffs for lift stations, Plant 1, and one for City Hall. Motion made by Mr. Smith to approve the agreements, seconded by Mr. Grose, carried by unanimous vote. (Copy attached)

NEW HIRES/REHIRES/CHANGES –

Human Resource Director Jennifer Whitaker presented for approval a list of four (4) payroll changes/new hire within the Fire Department and one (1) payroll change in the WWTU Department. Motion was made by Mr. Grose to approve the payroll changes/new hires, seconded by Mr. Smith, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS –

A list setting forth three (3) travel requests was presented: Bryan Sherwin-Police; Paul Heaton-

Police; James Martin-WWTU. Motion made by Mayor Thallemer to approve the travel requests, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes).

Another list setting forth two (2) travel requests was presented: Paul Heaton-Police; Jennifer Whitaker-HR. 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 dockets were presented for approval.

Regular Docket - \$200,267.35

Pension Docket - \$44,980.67

EOM Docket - \$2,131,805.03

Motion made by Mayor Thallemer 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:

Connie Dawson, Payroll Clerk for Lynne Christiansen, Clerk-Treasurer