

BOARD OF PUBLIC WORKS & SAFETY

May 17, 2012

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Thursday, May 17, 2012 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 Charlie Smith, Jeff Grose, Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, Park Superintendent Larry Plummer, City Planner Jeremy Skinner, Superintendent of Public Works Lacy Francis, Warsaw-Wayne Fire Territory Chief Mike Brubaker, Police Chief Scott Whitaker, WWTU Manager Brian Davison, H/R Director Jennifer Whitaker, Libbie Tom from Warsaw Housing Authority, news reporter Stacey Page, 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 May 4, 2012 Regular Session were presented for approval. A correction to the minutes was requested to reflect that "*The meeting was called to order by Mayor Thallemer followed by the Pledge of Allegiance*" and under the section titled "AMERICAN RED CROSS..." last line should read *Motion...seconded by Mr. Grose*. Mr. Smith made a motion to accept the minutes as presented and revised, seconded by Mr. Grose, motion carried by unanimous vote.

**NEW BUSINESS-**

**HOUSING OPPORTUNITIES OF WARSAW/DRAW REQUEST #1-**

Libbie Tom from Housing Opportunities of Warsaw (HOW) presented a request to make draw # 1 for 2012 from the Home of Your Own Program. Repairs were made to a home located at 505 Alward St. She is requesting permission to withdraw \$13,211.00 from the Warsaw HOYO Revolving Loan Fund. Motion made by Mr. Smith to approve the draw, seconded by Mr. Grose, carried by unanimous vote. (Copies of information attached).

**DR. PEPPER/SNAPPLE GROUP VENDING AGREEMENT/PARK-**

Park Superintendent Larry Plummer presented a three (3) year agreement with Dr. Pepper/Snapple Group for vending machines in the parks. The agreement proposes stocking, accounting of money, and maintenance of twelve (12) machines at various locations. Further details are explained within the agreement. After discussion, Mr. Grose made a motion to accept the agreement, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

**ACS GOVERNMENT SYSTEMS/FIREHOUSE SOFTWARE SUPPORT/WWFT-**

A five (5) year agreement with ACS Government Systems for software support for the Warsaw-Wayne Fire Territory was presented for approval at an annual cost of \$3,103.00. After discussion it was the consensus of the Board not to take any action on the matter at this time.

**MOWING SOUTH STATION LOT/WWFT-**

Fire Territory Chief Mike Brubaker advised the Board that he has found an individual who will mow the property at the proposed new Fire Station lot on CR 200 South. The lot would be mowed several times a month initially and then less as the mowing/growing season slows down. The Board discussed the matter and Chief Brubaker will come back with more information at a later date.

**PAY APPLICATION #2/CONTRACT #19/WWTU-**

Wastewater Treatment Utility Manager, Brian Davison, presented a letter from Jones & Henry recommending a payment of \$324,545.62 to All Star Construction Co. for Pay Application #2 for the Force Main for the Center Street Pump Station, Contract #19. Motion made by Mr. Smith to approve the payment, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

**MACALLISTER POWER SYSTEMS SERVICE AGREEMENT/STREET-**

Street Superintendent, Lacy Francis, presented a three (3) year service agreement with MacAllister Power Systems at a cost of \$4,355.00. The agreement will keep the back-up generator at the Street Department in peak operating condition and help to minimize expensive repairs. Motion made by Mr. Smith to accept the agreement, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

**CHANGE ORDER #6/CITY HALL RENOVATION-**

City Planner Jeremy Skinner presented Change Order #6 on the Harold McComb & Son, Inc. contract for the New City Hall renovations. The Change Order changes door hardware, adds vertical grab bars in toilet areas, floor underlayment on the second floor, and more specifically listed in the change order. There will be a total increase in the contract of \$13,335. Motion was made by Mr. Smith approving the Change Order, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

**CELL PHONE ALLOWANCES DESIGNATIONS/HR-**

HR Director Jennifer Whitaker presented a list of employees and a bi-weekly allowance stipend for employee's personal cell phones. Designated employees will use their own cell phones and receive a bi-weekly stipend rather than having a cell phone furnished by the City. Motion to approve the list was made by Mr. Grose, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

**NEW HIRES/REHIRES/CHANGES-**

Human Resource Director Jennifer Whitaker provided for approval two (2) new hires/changes in payroll more specifically set forth on the list attached to minutes. Motion made by Mr. Smith to approve the new hires/changes in payroll, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes).

**TRAVEL REQUESTS-**

A list setting forth four (4) travel requests was submitted for approval. Motion made by Mr. Grose to approve all travel request, seconded by Mr. Smith, carried by unanimous vote. (Info. attached to minutes).

**ROAD CLOSURE-**

Mayor Thallemer advised the Board that during the next First Friday event on June 1<sup>st</sup>, the 100 Block of West Main Street will need to be closed in addition to the normal street closures, to accommodate a three-on-three basketball tournament. Motion made by Mr. Grose to approve the closure, seconded by Mr. Smith, carried by unanimous vote.

**SPECIAL CLAIMS-**

Clerk's office submitted a listing of Special Claims for approval of payment totaling \$335,851.06. Motion made by Mr. Smith to approve the claims for payment, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes).

**CLAIM DOCKETS-**

The following claim docket was presented for approval.

Regular Docket - \$1,096,345.44

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

**OTHER ITEMS-**

Mayor Thallemer reminded those in attendance that many activities will be taking place around the City over the weekend. The Fat & Skinny Tire ride starts off the week-end on Friday night, followed by the Farmers Market and ABATE Hoosier Burn Camp fund raiser on Saturday, topped off by the Optimist Classic Car Cruise-In on Sunday.

**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**