

BOARD OF PUBLIC WORKS & SAFETY

June 1, 2012

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, June 01, 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 Mayor Joseph M. Thallemer, Charles Smith, and Jeff Grose. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, Assistant City Planner Tim Dombrosky, WWTU Manager Brian Davison, Fire Territory Chief Mike Brubaker, Police Chief Scott Whitaker, Police Lieutenant Kip Shuter, Park Superintendent Larry Plummer, Park Activity Director Staci Young, Fire Territory Chief Mike Brubaker, Firefighters Brent Fifer, Shade Keeney, Andrew Callaway, Jeff Puckett, Brooks Huffer, and Ed Kipker, Councilmember Jerry Frush, H/R Director Jennifer Whitaker, on-line news reporter Stacy 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 17, 2012 Regular Session were presented for approval. Board member Smith made a motion to accept the minutes as presented, seconded by Board member Grose, motion carried by unanimous vote.

VISITORS-

FIREFIIGHTERS SWORN-IN-

Fire Territory Chief Mike Brubaker introduced Firefighters Brent Fifer and Shade Keeney. Mayor Thallemer administered their Oaths of Office as firefighters for the City.

UNFINISHED BUSINESS-

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 a cost of \$3,103.00. After discussion Mr. Smith made a motion to approve the contract, seconded by Mr. Grose, carried by unanimous vote. (Copy of worksheet attached).

NEW BUSINESS –

WWFT/KOSCIUSKO REMC GRANT-

Fire Chief Mike Brubaker requested approval to accept a grant from Kosciusko REMC Operation Round-Up Fund to help support the Play-It-Safe/ Family Safety Day event at Central Park to be held in September. Motion made by Mr. Grose to accept the grant for \$2,000.00, seconded by Mr. Smith, carried by unanimous vote. (Copy attached to minutes).

BULLETPROOF VEST PROGRAM GRANT APPLICATION/POLICE-

The Police Department requested permission to apply for a grant through the Bureau of Justice Assistance – Bulletproof Vest Program. The grant reimburses 50% of the total costs. Motion made by Mr. Grose to approve the application, seconded by Mr. Smith, carried by unanimous vote. (Copy attached to minutes).

BOCKMAN BROTHERS PAINTING SERVICES/POLICE-

Police Chief Scott Whitaker requested authorization to enter into an agreement with Bockman Brothers Painting Services for the Police Department in the amount of \$2,570.00. Motion made by Mr. Smith to approve the contract, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

BOBCAT PURCHASE/STREET-

A request for approval to purchase a Bobcat S750 and S150 Skid-Steer Loader at a total cost of \$28,360.57 from Bobcat of Warsaw was presented. After discussion a motion was made by Mr. Smith to accept the bid from Bobcat of Warsaw, seconded by Mr. Grose, carried by unanimous vote. (Documentation attached to minutes).

CHANGE ORDER #7/CITY HALL RENOVATION-

Mayor Thallemer presented Change Order #7 on the Harold McComb & Son, Inc. contract for the New City Hall renovations. The Change Order has ten (10) items of various changes listed for a total increase of \$19,980.00 and more specifically listed in the change order. Motion was made by Mr. Smith approving the Change Order, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

PAY APPLICATIONS #4 AND #5/HAROLD McCOMB & SON, INC.-

Mayor Thallemer presented two requests for payment to Harold McComb & Son, Inc. in the amount of \$369,827.78 for Pay Application #4 and for \$100,504.80 for Pay Application #5 for the City Hall renovations. Motion was made by Mr. Grose to approve the payments, seconded by Mr. Smith, 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. Smith, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

CELL PHONE BUY-BACK/HR-

Mrs. Whitaker requested approval to offer designated employees the option of purchasing older and discontinued cell phones. The buy-back program will range from \$1 to \$50. After discussion Mr. Smith made a motion to approve the list, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

PARK EVENT CONTRACTS-

Park Department Recreation Director Staci Young presented the following 2012 event contracts for approval.

1. Janiva Magness, hotel room buyout - \$360 – Blues and BBQ.

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

2. Yellow Taxi Cab (transportation for Classic Rock Concert) - \$420 maximum.

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

HOUSING OPPORTUNITIES OF WARSAW/DRAW REQUEST #2-

Brandi Hamman from Housing Opportunities of Warsaw (HOW) presented a request to make draw #2 for 2012 from the Home of Your Own Program. Repairs were made to a home located at 120 N. Bronson St. and she is requesting permission to withdraw \$5,284.00 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).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$489,246.20

EOM Docket - \$3,730,423.32

Police & Fire Pension Docket - \$44,980.67

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

COMMENTS/OTHER MATTERS-

DOWNTOWN PARKING-

Police Lieutenant Kip Shuter gave the Board a review of the Downtown Parking meeting that

was held earlier in the week. He advised the Board that citizens and merchants identified six or seven issues with downtown parking. Also, surveys are available for those who wish to participate.

RIDE-WALK WARSAW MASTER PLAN-

Assistant City Planner gave the Board an update on the progress of the Ride-Walk Warsaw Master Plan. He said that information was provided to participants of the Fat-Skinny Tire Festival several weeks ago directing them to a survey and that many people have responded to the survey. A kick-off meeting with the advisory committee will be held on Thursday, June 7, 2012. Volunteers will also be participating in the Northern Indiana Lakes Festival with bike safety information.

FOX FARM ROAD PAVING/WWTU-

Waste Water Treatment Utility Manager Brian Davison requested permission to enter into an agreement with Kosciusko County, eventually leading to a change order in WWTU contract #19, for paving along Fox Farm Road. The County will pay the City back for the work in an amount around \$43,000.00 or whatever the final amount the change order will be. A written joint agreement will be presented to the board at a later date. Motion made by Mr. Grose to approve the request, seconded by Mr. Smith, carried by unanimous vote.

POLICE DEPARTMENT/NIXLE-

Lieutenant Shuter advised the Board that the Police Department launched a new service today. It is a web-based community service called NIXLE. It will offer news and press information as well as information to residents such as road closures, emergencies, and other alerts. Information will be offered via social media at no cost for those who are interested. A link to NIXLE is on the City's web-site as well as the Police Department web-site.

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**