

BOARD OF PUBLIC WORKS & SAFETY

July 6, 2012

10:30 A.M.

REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, July 6, 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 Charles Smith, Jeff Grose, and Mayor Joseph M. Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, Parks Director Larry Plummer Jr., City Planner Jeremy Skinner, WWTU Manager Brian Davison, Cemetery Sexton Hal Heagy, Street Superintendent Lacy Francis, Fire Chief Michael Brubaker, Police Chief Scott Whitaker, Police Lieutenant Joel Beam, HR Director Jennifer Whitaker, Alisha Clayton, Paula Bowman, Alan Alderfer, State of Indiana Fire and Building Inspector Jim Straws, Police Officer Trenton Shively and various family members, on-line news reporter Stacey Page, and Warsaw Times-Union reporter Jennifer Peryam.

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

MINUTES-

The minutes from the June 15, 2012 Regular Session were presented for approval. Mr. Grose made a motion to accept the minutes as presented, seconded by Mr. Smith, motion carried by unanimous vote.

RECOGNITION OF VISITORS-

POLICE OFFICER SHIVELY SWORN IN/POLICE-

Police Chief Scott Whitaker introduced Police Officer Trenton F. Shively. Mayor Thallemer administered his Oath of Office as a police officer for the City. (Copy of Oath attached to minutes).

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

1. Letter from City Attorney advising action and charges from Hume Smith Geddes & Simmons, LLP from Indianapolis. RE: Miller vs. Vohne Liche Kennels, Inc, City of Warsaw, et al. Motion to acknowledge the letter and payment of charges by Mr. Smith, seconded by Mr. Grose and carried by unanimous vote. (Copy of letter attached).

UNFINISHED BUSINESS-

SNOBALLS/SHAVED ICE CONCESSION-

Alisha Clawson had approached the Board on June 15th and requested that the \$25 per day/per person charged for Itinerate Merchants be waived so that her family could operate a mobile Snowball/Shaved Ice Concession at the corner of Indiana and Fort Wayne Streets. The Board had taken the matter under advisement. Mrs. Clayson returned today to seek an answer from the Board. After discussion no action was taken on this matter.

NEW BUSINESS-

STORAGE BUILDING QUOTES/STREET DEPT.

Street Superintendent, Lacy Francis Jr., presented three (3) quotes for the construction of a 50X80 storage building. Quotes presented were from Lee Batalis Construction & Excavating, Inc. for \$106,000, RS Miller Construction, Inc. for \$120,400, and Robinson Construction, Inc. for \$106,475. After discussion a motion was made by Mr. Smith to table the matter, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

2010 CASE 321E SUPER M LOADER/BACKHOE/PARK-

Mr. Francis requested permission to trade in a 1997 Zettlemeyer Loader for a 2010 Case 321 E Loader from Southeastern Equipment Co. Inc for \$55,271 including trade-in. He presented two other bids, one from F&W Equipment Corp. for a 2008 Case 321 for \$68,900 and one from MacAllister Machinery for a 2010 Caterpillar 907H for \$75,809. After discussion, motion made by Mr. Smith approving the quote from Southeastern Equipment Co Inc., seconded by Mr. Grose, carried by unanimous vote. (Documentation attached to minutes).

BOBCAT PURCHASE/CEMETERY-

Cemetery Sexton Hal Heagy presented a quote from Bobcat of Warsaw to purchase a 2012

Exmark X-Series 29 hp EFI 60" deck mower from Bobcat of Warsaw for \$9,698.00. Other quotes came in at \$10,347.00 from Bobcat of Lafayette, and \$11,146.00 from Bobcat of Indy. All the quotes included a trade-in value for a 2007 John Deere 757. Motion made by Mr. Smith to accept the quote/new purchase from Bobcat of Warsaw, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

PURCHASE NEW VEHICLE/PARK-

Park Superintendent Larry Plummer presented quotes for the purchase of a new vehicle. He presented quotes from Lakeside Chevrolet for a 2013 Chevrolet Silverado 1500 Regular Cab 2WD for \$19,999.18, Warsaw Auto Plex for a 2012 Dodge ST 1500 Regular Cab 2WD for \$20,117.25, and Warsaw Buick GMC for a 2012 GMC Sierra 1500 Regular Cab 2WD for \$21,935.00. Motion made by Mr. Grose to accept the quote from Lakeside Chevrolet, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

BROADCAST MUSIC INC. (BMI) LICENSE AGREEMENT/PARK-

Mr. Plummer presented a license agreement with Broadcast Music Inc. The agreement will help the City meet their legal obligations by granting permission for the music used by public entities for special events. The current annual cost of the license is \$320. Motion made by Mr. Smith to approve the agreement, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

AMUSEMENT ENTERTAINMENT PERMITS/PARK-

Mr. Plummer presented information to apply for an amusement entertainment permit through the Department of Homeland Security Division/Fire Safety-Permit Division. The City is required to have the permits to rent and use facilities. In the past government agencies have been exempt, but that exemption is no longer applicable. The cost of the permits will total \$600 altogether. Motion made by Mr. Smith to approve the applications, seconded by Mr. Grose, carried by unanimous vote. (Copy attached). Later during the meeting, Jim Straws from the State Fire Marshal's office was present to explain the permits more extensively. He advised the permit fees were based on the occupancy limit of each venue/facility. After discussion and clarification, Mr. Smith made a motion to amend the cost from \$600 up to an additional \$173 for a total of \$773 depending on the actual cost of a permit for the Glover Pavilion/Central Park venue based on information to be gathered later, seconded by Mr. Grose, and carried by unanimous vote. (Information attached).

BOGGS RECREATIONAL BUILDING PURCHASE UPDATE/PARK-

Mr. Plummer advised the Board that the several items contingent to the sale of the Boggs building to the United Steelworkers Local 7-00809 had either been addressed or were being addressed. He asked the Board to accept the bid of \$90,000.00. Motion made by Mr. Grose to accept the bid, seconded by Mr. Smith, carried by unanimous vote.

REPLACEMENT OF ANTENNA TOWER AT FIRE STATION #1/WWTU-

Fire Territory Chief Mike Brubaker requested permission to replace the antenna tower at Station One. The tower needs to be replaced due to rust issues and age. He had received a quote from J&K Communications for \$45,859.18 and Great Lakes Communications Sales, Inc. for \$54,344.22. After discussion Mr. Smith made a motion to approve the quote from J&K Communications, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

FIRST FRIDAY STREET CLOSURE-

Mayor Thallemer asked the Board to consider additional road closures for the August 3, 2012 First Friday Event. Alan Alderfer requested that portions of Main Street, Lake Street, Indiana Street, Market Street, and Buffalo Street be closed from 3 P.M. until 9:00 P.M. for a bicycle race. After discussion Mr. Smith made a motion to approve the additional closures, seconded by Mr. Grose, carried by unanimous vote. (Copy of map attached).

LINKO DATA SYSTEMS MAINTENANCE CONTRACT/WWTU-

WWTU Manager Brian Davison presented for approval a one year agreement (08/01/2012 thru 07/31/2013) with Linko Data Systems, Inc. for software support and maintenance plan (pre-treatment) at a fee of \$1,450.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

BLOWER WARRANTIES/WWTU-

Mr. Davison presented a preventive maintenance agreement and warranty renewal program with Gardner Denver for the blowers at Treatment Plant #2. The agreement will prevent equipment failure and solve blower problems at a cost of \$2,060. Motion made by Mr. Smith, approving the agreement, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

CLAIFIER SPRAY SHIELD LINING/WWTU-

Mr. Davison presented information from Conco Spray Solutions for lining the launderer portion of Clarifer #1 at Plant #2. The proposal will apply 150 mls. of SprayroqShield Lining in the clarifier for upkeep of the system. After discussion, Mr. Smith made a motion to approve the proposal at a cost of \$19,920, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

PAY APPLICATION #3/CONTRACT #19/WWTU-

Mr. Davison presented a letter from Jones & Henry recommending a payment of \$517,726.15 to All Star Construction Co. for Pay Application #3 for the Force Main for the Center Street Pump Station, Contract #19. Motion made by Mr. Grose to approve the payment, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

PAY APPLICATION #4/CONTRACT #18/WWTU-

Lastly Mr. Davison presented a letter from Jones & Henry Engineers recommending a payment of \$215,812.80 for Pay Application #4 to Grand River Construction Co. for the Warsaw Center Street Pump Station, Contract #18. Motion made by Mr. Grose to approve the payment, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

PAY APPLICATION #6 /HAROLD McCOMB & SON, INC.-

City Planner Jeremy Skinner presented a request for payment to Harold McComb & Son, Inc. in the amount of \$138,777.30 for Pay Application #6 for the City Hall renovations. Motion was made by Mr. Smith to approve the payment, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

YMCA RENEWAL AGREEMENT-

Human Resource Director Jennifer Whitaker presented a letter from the YMCA setting forth annual dues of \$340 for employees of the City to receive a discount towards membership dues. Motion made by Mr. Grose to approve the renewal agreement, seconded by Mr. Smith carried by unanimous vote. (Copy attached to minutes).

CELL PHONE ALLOWANCES DESIGNATIONS/HR-

Ms. 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).

VSP VISION PLAN/HR-

This matter was withdrawn.

NEW HIRES/REHIRES/CHANGES-

Ten (10) new hires/change of payroll list was presented for approval and more specifically set forth on the list attached to minutes changing the board member status for David Baumgartner to a Plan Commission member and not a BZA member as listed. Motion made by Mr. Smith to approve as amended, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS-

A list setting forth two (2) travel requests, more specifically stated on the list, was presented for approval. Motion made by Mr. Smith to approve the request, seconded by Mr. Grose, carried by unanimous vote. (Info. attached to minutes).

SPECIAL CLAIMS-

Clerk's Office submitted a listing of special claims for approval of payment totaling \$733,538.95 Motion was made by Mr. Grose to approve the claims for payment, seconded by Mr. Smith, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$554,647.58

Pension Docket - \$44,980.67

EOM Docket - \$3,417,285.28

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

OTHER MATTERS-

HUSKY TRAIL ROAD PROJECT-

Mr. Skinner advised the Board that the City has been awarded \$2,416,000.00 in Federal Funds (Federal Highway Administration, FHWA Group 3) for the Husky Trail Road Project. The road will be widened, have intersection improvements, sidewalks, lighting and other additional improvements. The funds may be used for funding up to 80% (eighty) of the project. Motion made by Mr. Grose to accept the grant, seconded by Mr. Smith, carried by unanimous vote. (Copy attached).

K21 HEALTH FOUNDATION GRANT-

Mr. Skinner advised the Board that the City did receive the \$24,000.00 grant from the K21 Health Foundation that the Board had given permission to apply for during the May 4, 2012 meeting. The funds will be used for markings and signage along Smith Street, Winona Avenue, and S. McKinley Street. Mr. Smith made a motion to accept the grant, seconded by Mr. Grose, carried by unanimous vote. (Copy attached).

MAYOR COMMENTS-

Mayor Thallemer thanked all the Department Heads in attendance for their work in providing safety and cleaning up the City after the storm moved through the area last Friday. He also advised that the Kosciusko County Commissioners extended the burn ban for another two weeks because of the severe drought conditions. He asked that people exercise caution in using fireworks.

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**