

BOARD OF PUBLIC WORKS & SAFETY  
MARCH 2, 2018  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, March 2, 2018 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 George Clemens, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, WWTU Manager Brian Davison, Fire Territory Chief Mike Wilson, City Planner Jeremy Skinner, Park Superintendent Larry Plummer, Park Recreation Director Sheila Wieringa, Street Superintendent Jeff Beeler, Police Chief Scott Whitaker, Human Resource Director Jennifer Whitaker, others as noted on the attached attendance sheet, reporter Maggie Kenworthy from InkFree News, and reporter Dan Spaulding from the Times-Union.

**ABSENT:** Board member Jeff Grose.

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

**MINUTES-**

The minutes from the February 16, 2018 Regular Session were presented for approval. Board member Clemens made a motion to accept the minutes as presented, seconded by Mayor Thallemer, motion carried by unanimous vote.

**NEW BUSINESS-**

**ROAD CLOSURE/ST. PATRICK'S DAY EVENT-**

A request was made for the closure of the 100 block of North Buffalo Street, along with the east-west alley between the 100 blocks of North Buffalo and North Indiana Streets. Several businesses will collaborate and sponsor an event to be held on Saint Patrick's Day, March 17, 2018. It was requested for the closures to be from 9:00 a.m. to at 12:00 a.m. (midnight). Motion made by Mr. Clemens approving the closures, seconded by Mayor Thallemer, carried by unanimous vote.

**POLICE GRANT/BJA/BULLETPROOF VEST-**

Police Chief Scott Whitaker informed the Board that the Bureau of Justice Assistance officially announced that the City of Warsaw's application for the FY2017 Bulletproof Vest Partnership Grant Program had been approved in the amount of \$3,046.80. He requested the Board accept the award. Motion made by Mr. Clemens to accept the grant award, seconded by Mayor Thallemer, carried by unanimous vote.

**PARK CONTRACTS-**

Park Recreation Director Sheila Wieringa requested approval of the following activity contract:

1. Aon Association/Showstoppers Event Cancellation Applications and Policies for Classic Rock and County Concerts -\$1,398.25.

Motion made by Mr. Clemens to approve the contract, seconded by Mayor Thallemer, carried by unanimous vote.

**AMUSEMENT ENTERTAINMENT PERMITS/PARK-**

Park Superintendent Larry Plummer presented information for an Amusement Entertainment Permit through the Department of Homeland Security Division of Fire and Safety-Permit Division. The City is required to have permits to rent and use certain park facilities. The cost of the permits will total \$738.00. A motion was made by Mr. Clemens to approve the applications, seconded by Mayor Thallemer, carried by unanimous vote.

**KOSCIUSKO COUNTY COMMUNITY FOUNDATION/GRANT-**

Mr. Plummer requested permission to apply for a grant through the Kosciusko County Community Foundation. He is seeking \$19,992.00 to purchase equipment for an i-Strike Lighting Detection System. Motion made by Mr. Clemens to approve proceeding with the application, seconded by Mayor Thallemer, carried by unanimous vote.

**INDOT GRANTS/B&P-**

City Planner Jeremy Skinner requested that the Board accept two grants from the Indiana Department of Transportation (INDOT). The City was recently awarded \$1,123,407.60 in Federal Highway Administration (FHWA) construction funds for the Sheridan Street, E. Clark Street, and E. Ft. Wayne Street (between Colfax and Cook Streets) sidewalk and curbing improvements. The City also received \$2,293,815.00 in FHWA funds for sidewalk and curbing improvement along Anchorage Road. Both grants are an 80/20 match, with the City paying 20%. Motion made by Mr. Clemens to accept the funding, seconded by Mayor Thallemer, carried by unanimous vote.

**PAY APPLICATION/LPA VOUCHER (CE) #12/HUSKY TRAIL PROJECT/B&P-**

City Planner Jeremy Skinner presented Pay Application #12 to A&Z Engineering, LLC in the amount of \$7,423.40 for work on Husky Trail. Also included was LPA Voucher (CE) #12 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State from the 80/20 grant for Construction Engineering (CE). Motion made by Mr. Clemens to approve the Pay Application and LPA Voucher (CE) #12, seconded by Mayor Thallemer, carried by unanimous vote.

**302 E. MARKET STREET (OLD CITY HALL) ESTABLISHMENT OF MINIMUM BID-**

Recently the Common Council approved disposing of property owned by the City and located at 302 E. Market Street (old City Hall). Mr. Skinner is requesting the Board to establish a minimum bid for an acceptable sales price. After discussion, Mr. Clemens made a motion to set the minimum bid at \$140,000.00, seconded by Mayor Thallemer, carried by unanimous vote.

**NEW HIRE/CHANGE IN PAYROLL REPORT/HR-**

Human Resources Director Jennifer Whitaker presented a report setting forth a New Hire/Change in Payroll request for four (4) employees: Street - one (1); Cemetery (board member) - one (1); Police - one (1); and Fire Territory - one (1) was presented for approval. The report also asked for permission to start the hiring processing for Summer/Seasonal/Part and Temporary workers. Motion made by Mr. Clemens approving the report, seconded by Mayor Thallemer, and carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth seven (7) travel requests: Police - four (4); Stormwater - two (2); and Mayor - one (1), was presented for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Mayor Thallemer, carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim dockets were presented for approval:

Regular Docket - \$1,128,632.76

EOM Docket - \$64,231.89

Pension Dockets - \$41,634.99

Motion made by Mr. Clemens to approve the claim dockets for payment, seconded by Mayor Thallemer, motion carried by unanimous vote.

**OTHER MATTERS-**

-Wastewater Utility Treatment Manager Brian Davison advised the board that Selge Construction will soon begin on their portion of the Sewer Replacement/Rehabilitation project. Roads may be temporarily closed during their work.

**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