

BOARD OF PUBLIC WORKS & SAFETY  
JANUARY 03, 2020  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, January 3, 2020 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 Jeff Grose, George Clemens, and Mayor Thallemer. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Park Superintendent Larry Plummer, Jr., Wastewater Superintendent Brian Davison, Street Superintendent Jeff Beeler, City Engineer James Emans, Chris Plack, others as noted on the attached attendance sheet, InkFree News reporter Dan Spalding, Times-Union reporter David Slone and News Now Warsaw/WRSW Reporter Nick Deranek.

**ABSENT:** None noted.

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

**MINUTES-**

The minutes from the December 20, 2019 Regular Session were presented for approval. Board Member Grose made a motion to accept the minutes as presented, seconded by Board Member Clemens carried by unanimous vote.

**NEW BUSINESS-**

**COMPREHENSIVE FINANCIAL PLAN/BAKER TILLY-**

An agreement with Baker Tilly was presented for approval. Baker Tilly will assist the City with updating its current financial plan as shown in the scope of service in the agreement. Cost of the services is not to exceed \$30,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**ANDERSON PROPERTY MANAGEMENT/PARK-**

Park Superintendent Larry Plummer requested approval of a contract with Anderson Property Management in the amount of \$1,888.88 per month for nine months for a total annual amount of \$16,999.92 for the 2020 Maintenance Agreement. Anderson will plant and maintain eighteen (18) satellite beds and twenty-one (21) urns at Central Park. Mr. Grose made a motion to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

**WAYNE TOWNSHIP/PARKS CONTRACT-**

Mr. Plummer presented the 2020 Contract with Wayne Township for approval. Wayne Township agrees to pay the City \$75,000.00 in 2020 in support of the City parks and to offset rent or lease payments for organizations renting space in the Pete Thorn Center, and more specifically set forth within the agreement. Motion made by Mr. Grose to accept the contract, seconded by Mr. Clemens, carried by unanimous vote.

**WARSAW COMMUNITY SCHOOLS MOU/ICE MELTING MATERIALS/STREET-**

A Memorandum of Understanding (MOU) was presented to the Board for ice melting materials for the 2019-20 winter season. This MOU between the City of Warsaw and Warsaw Community Schools is for the purpose of jointly purchasing ice melting materials with the City having priority in case of a salt shortage. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**MICHIANA CONTRACTING/PAY APPLICATION #1/TRAFFIC SIGNAL MODERNIZATION PROJECT-**

Mr. Beeler requested approval of Pay Application #1 to Michiana Contracting for the Traffic Signal Modernization Project. The amount of the request is \$290,386.48. Motion made by Mr. Grose to approve the payment, seconded by Mr. Clemens, carried by unanimous vote.

**CHRISTOPHER B. BURKE ENGINEERING/TECHNICAL ASSISTANCE/STORMWATER-**

Wastewater Utility Manager Brian Davison presented an agreement with Christopher B. Burke Engineering to perform an audit of the Airport's stormwater pollution prevention plan. Cost of the service will be \$10,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**CHRISTOPHER B. BURKE ENGINEERING/TECHNICAL ASSISTANCE/STORMWATER-**

Mr. Davison presented another agreement with Christopher B. Burke Engineering for on-call support for the Stormwater Utility for 2020. Cost of the services will be \$20,000.00. Motion made by Mr. Grose to approve the agreement, seconded by Mr. Clemens carried by unanimous vote.

**CHRISTOPHER B. BURKE ENGINEERING/TECHNICAL ASSISTANCE/STORMWATER-**

A facility stormwater pollution prevention plan agreement was presented for approval. Christopher B. Burke Engineering will create new and/or updated prevention plans for City Departments for the MS4 good housekeeping program. Cost of the service will be \$15,000.00. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, carried by unanimous vote.

**CHANGE ORDER #4/INSITUFORM TECHNOLOGIES USA, LLC/SEWER REHAB PROJECT/LARGE DIAMETER-**

Change Order #4 with Insituform for the Small Diameter Project #2 of the Sewer Rehabilitation was presented for approval. The Change Order reduces the amount of the contract by \$57,867.19 for final quantity and time adjustments. Motion made by Mr. Grose to approve the Change Order, seconded by Mr. Clemens, carried by unanimous vote.

**IFA-SRF #42/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #42 for \$1,065,416.00 to Kokosing Industrial, Inc. in regards to the Plant Expansion Project was presented for approval. This is Kokosing's 10<sup>th</sup> pay request. The application will be sent to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for funds held at the Bank of New York (BNY) Mellon from the Revenue Bonds of 2018. Motion made by Mr. Grose to approve the payment to Kokosing, seconded by Mr. Clemens, carried by unanimous vote.

**IFA-SRF #43/PLANT EXPANSION PROJECT/WWTU-**

Disbursement Request #43 for \$49,378.00 to Wessler Engineering in regards to the Plant Expansion Project was presented for approval. The application will be sent to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for funds held at the Bank of New York (BNY) Mellon from the Revenue Bonds of 2018. Motion made by Mr. Grose to approve the payment to Wessler Engineering, seconded by Mr. Clemens, carried by unanimous vote.

**IFA-SRF #51/SEWER REHABILITATION PROJECT/WWTU-**

SRF Disbursement Request #51 for \$66,310.00 to Insituform Technologies, USA LLC in regards to the Sewer Rehabilitation Project was presented for approval. This is Insituform's 6<sup>th</sup> pay request for the small diameter portion of the project. The application will be sent to Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for funds held at the Bank of New York (BNY) Mellon from the Revenue Bonds of 2017. Motion made by Mr. Clemens to approve the payment to Insituform, seconded by Mr. Grose, carried by unanimous vote.

**LAWSON-FISHER ASSOCIATES P.C./ DESIGN SERVICE PROPOSAL-**

Street Superintendent Jeff Beeler presented a proposal from Lawson-Fisher for a curb ramp design at the intersection of Center and Buffalo Streets. Cost of the engineering design will be \$4,000.00. Motion made by Mr. Clemens to approve the proposal, seconded by Mr. Grose, carried by unanimous vote.

**SPECIAL CLAIMS-**

Clerk's Office submitted a listing of special claims totaling \$256.13. Motion made by Mr. Clemens to approve the claims for payment, seconded by Mr. Grose, motion carried by unanimous vote.

**CLAIM DOCKETS-**

The following claim dockets were presented for approval.

Regular Docket - \$1,634,924.52.

EOM Docket - \$416,345.53'

Pension Docket - \$37,726.16

Motion made by Mr. Clemens to approve the claims for payment, seconded by Mr. Grose, carried by unanimous vote.

**OTHER MATTERS-**

**OATH OF OFFICE-**

Mayor Thallemer administered an Oath of Office to Chris Plack who will be serving on the Cemetery Board.

**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