

BOARD OF PUBLIC WORKS & SAFETY
OCTOBER 01, 2010
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, October 1, 2010 at 10:30 A.M. in the Council Chambers at City Hall. Mayor Ernest B. Wiggins presided and the following persons were noted as present or absent:

PRESENT: Board members Charles Smith, Joseph Thallemer and Mayor Wiggins. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Michael Valentine, Superintendent of Public Works Lacy Francis, WWTU Manager Brian Davison, H/R Director Jennifer Whitaker, Police Chief Scott Whitaker, Police Captain Bryan Sherwin, Police Lieutenant Kip Shuter, Airport Manager David Beall, WCDC Director Cindy Dobbins, Libbie Tom from Warsaw Housing Authority, Elaine Wakefield from Kosciusko Community Hospital, and Times Union reporter Jennifer Peryam.

ABSENT: None.

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

MINUTES –

The minutes from the September 17, 2010 Regular Session were presented for approval. Board member Smith made a motion to accept the minutes as presented, seconded by Mr. Thallemer, motion carried by unanimous vote.

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS –

STREET CLOSURE FOR “SPOOKTACULAR”/WCDC–

WCDC Director Cindy Dobbins requested the City approve the closure of 2 (two) blocks of Center Street and 2 (two) blocks of Buffalo Street during the “Halloween Spooktacular” event scheduled for Friday October 29, 2010. Motion made by Mr. Smith to approve the street closures, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes)

KOSCIUSKO COMMUNITY HOSPITAL STREET CLOSURE FOR 5K RUN/WALK-

Police Lieutenant Kip Shuter and Elaine Wakefield from Kosciusko Community Hospital (KCH) requested that portions of Provident Drive, Harrison Street, Sheridan Street, Cook Street and Arthur Street be closed on November 6th, 2010 for the KCH Health & Wellness Center Mayflower 5K Run/Walk. Motion made by Mayor Wiggins to approve the street closures, seconded by Mr. Thallemer, carried by unanimous vote. (Documentation attached to minutes)

WARSAW HOUSING AUTHORITY – RELEASE OF MORTGAGES –

Libbie Tom from Warsaw Housing Authority requested release of mortgages held by the City on the following owners of property:

1. Teresa E. Zorkan-791 N. Lake St.
2. Nancy Miller-928 E. Ft. Wayne St.

The affordability period on the above properties has been satisfied. Motion made by Mr. Smith to approve the releases, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes).

COLLIERS HEATING & AIR CONDITIONING SERVICE AGREEMENT/AIRPORT-

Airport Manager David Beall presented a one year commercial service agreement with Collier’s Heating and Air Conditioning for the HVAC system that was purchased for the terminal last year. Motion made by Mayor Wiggins to approve the contract, seconded by Mr. Thallemer, carried by unanimous vote. (Contract attached to minutes).

2011 K-CODE GRANT FUNDS/POLICE-

Police Lieutenant Kip Shuter requested permission to apply for funds through the Kosciusko Coalition on Drug Education (K-Code) who provides funds to local law enforcement agencies to combat drugs and alcohol in our community. The Police Department is requesting \$8,000.00 for the DARE Program and \$3,064.00 for Portable Breath Test instruments. The grant money is administered through the Kosciusko County Auditor's Office and there is no local match required for this grant. Motion made by Mr. Thallemer, seconded by Mayor Wiggins, carried by unanimous vote. (Documentation attached to minutes)

NETSOLUTIONS CONTRACT FOR SERVER/NETWORK UPGRADE/WWTU-

WWTU Manager Brian Davison presented a contract with NetSolutions to purchase a Dell T310 Server for WWTU Plant #2 for \$9,332.10. Motion made by Mr. Smith to accept the contract, seconded by Mr. Thallemer, carried by unanimous vote. (Documentation attached to minutes).

WILDMAN BUSINESS GROUP/UNIFORM SERVICE AGREEMENT/WWTU-

WWTU Manager Brian Davison presented a three (3) year Uniform Service Agreement for Operations and Lab Employees at WWTU. The agreement also includes shop and bar towels and the amount is set forth in the contract. Motion made by Mr. Smith to accept the contract, seconded by Mayor Wiggins, carried by unanimous vote. (Contract Worksheet attached)

SANDS OFFICE EQUIPMENT/COPIER MAINTENANCE/WWTU-

WWTU Manager Brian Davison presented a copier maintenance agreement through Sands Office Equipment for the WWTU copier/fax and printer at WWTU Plant #2, at a cost of \$1,028.00 for approval. Motion made by Mayor Wiggins, seconded by Mr. Smith, carried by unanimous vote. (Contract Worksheet attached).

ACM ENGINEERING & ENVIRONMENTAL SERVICES CONTRACT/WWTU-

WWTU Manager Brian Davison presented a contract with ACM Engineering & Environmental Services to perform a NESHAP asbestos demolition facility inspection, lead base paint inspection and an on-site inspection for other chemicals or hazardous materials at WWTU Plant #1. The contract is for \$7,960.00. Motion made by Mayor Wiggins to table the matter pending presentation of a second quote, seconded by Mr. Smith, carried by unanimous vote.

UPDATE ON CLAIRIFIER REPAIR WWTU PLANT #2/WWTU-

WWTU Manager Brian Davison gave the board an update on the progress of the repair of the clarifier at WWTU Plant #2. The City's insurance carrier advised Mr. Davison that the damage was not going to be covered under the current policy, so no claim will be made to help offset the cost. Mr. Davison said that the repair should start sometime within the next couple of weeks.

PARKER ST.-ARGONNE RD. PROJECT/CHANGE ORDER #7-

Mayor Wiggins submitted for approval Change Order #7 to the construction contract with Phend & Brown by sub-contractor that was submitted by INDOT in an amount more specifically set forth within the change order. The change order is to replace sod/grass from phase II of the project. The grass had died over the summer. Motion made by Mayor Wiggins to approve the change order, seconded by Mr. Smith, carried by unanimous vote. (Documentation attached to minutes).

NEW HIRES/REHIRES/CHANGES -

Human Resource Director Jennifer Whitaker provided for approval nine (9) new hires for leaf clean-up season at the Cemetery and the Street Department, more specifically set forth on the list attached. Motion made by Mr. Thallemer to approve the new hires, seconded by Mayor Wiggins, carried by unanimous vote. (List attached to minutes).

TRAVEL REQUESTS -

None submitted.

SPECIAL CLAIMS -

None submitted.

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$645,572.30

EOM Docket - \$614,253.24

Fire & Police Pension Docket - \$51,117.35.

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

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