BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 1, 2024
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, November 1, 2024 at 10:30 A.M. in the Council Chambers at City Hall. Mayor Jeff R. Grose presided and the following persons were noted as present or absent:

PRESENT: Board members Diane Quance, George Clemens, and Mayor Grose. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, City Engineer Aaron Ott, Fire Territory Chief Joel Shilling, CARES Coordinator Mikaela Bixler, Firefighter Drew Shilling, Police Chief Scott Whitaker, Street Superintendent Dustin Dillon, WWTU Manager Brian Davison, Community Economic Development Director Jeremy Skinner, Airport Manager Nick King, H/R Director Denny Harlan, and Times-Union reporter David Slone.

ABSENT: None noted.

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

MINUTES-
The minutes from the October 18, 2024 Regular Session were presented for approval. Ms. Quance made a motion to accept the minutes as presented, seconded by Mayor Grose, motion carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATION-
None noted.

UNFINISHED BUSINESS-
None noted.

NEW BUSINESS-
BID OPENING/LAKE STREET & MAIN STREET TRAFFIC SIGNAL MODERNIZATION-
An advertisement was made to receive and open bids for the Lake and Main St. traffic signal modernization project. Bids were received from:
-Hawk Enterprises Inc. – $426,189.00
-Midwestern Electric LLC – $397,422.00
-Michiana Contracting Inc. - $360,642.00
Motion made by Mr. Clemens to take the bids under advisement, seconded by Ms. Quance, carried by unanimous vote.

BID OPENING/COUNTY ROAD 200 NORTH TURN LANE-
An advertisement was made to receive and open bids for the CR 200 N Turn Lane. The Redevelopment Commission will be awarding the bid and bids were received from;
-G&G Hauling & Excavating, Inc. – $112,370.00
-Phend & Brown, Inc. - $107,473.00
Motion made by Ms. Quance to acknowledge the opening of the bids, seconded by Mr. Clemens, carried by unanimous vote.

RESOLUTION REJECTING ESTABLISHMENT OF A MERIT SYSTEM FOR THE FIRE TERRITORY-
Board of Works Resolution #**2024-11-01** was presented for approval. The Resolution rejects the establishment of a Merit System for the Warsaw-Wayne Fire Territory due to a change in IC 36-8. After discussion, Ms. Quance made a motion to approve Board of Works Resolution #2024-11-01, seconded by Mr. Clemens, carried by unanimous vote.

MEMORANDUM OF UNDERSTANDING (MOU)/AIRPORT CAPITAL PROJECTS-
An MOU between the City and Kosciusko County was presented for approval. The County is contributing $500,000.00 to the City that will go toward lowering powerlines, creating an overlay district, and creating a self-serve fuel farm. Motion made by Mr. Clemens to approve the MOU, seconded by Ms. Quance, carried by unanimous vote.

GATKE DEMOLITION/REBAR WARSAW, LLC-
Community and Economic Development Director, Jeremy Skinner, requested a payment of $312,500.00 to Rebar Warsaw, LLC for the demolition of structures at the former Gatke property. Motion made by Ms. Quance to approve the payment, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (PE) #41/ANCHORAGE ROAD PROJECT-
Mr. Skinner presented a Pay Application to American Structurepoint, Inc. in the amount of $120.00 for the Anchorage Road Project. Also included was LPA Voucher (PE) #41 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Preliminary Engineering (PE). Motion made by Mr. Clemens to approve the Pay Application and LPA Voucher (PE) #41, seconded by Ms. Quance, carried by unanimous vote.

BID AWARD/SHORELINE STABILIZATION AT KIWANIS PARK AND PIKE LAKE-
Bids were solicited and opened during the October 18, 2024 meeting for Shoreline Stabilization at Kiwanis Park and Pike Lake project. G&G Hauling and Excavating was the lone bidder and City Engineer Aaron Ott is requesting the bid be awarded to G&G at a price of $121,020.10. Motion made by Ms. Quance to approve the award, seconded by Mr. Clemens, carried by unanimous vote.

KELLY PARK POND IMPROVEMENTS/CHANGE ORDER #3-
Change Order #3 was presented for the Kelly Park Pond Improvements contract. The Change Order adds $3,865.00 due to the addition of safety fencing, for a new contract price of $500,930.70. Motion made by Mr. Clemens to approve the Change Order, seconded by Ms. Quance, carried by unanimous vote.

OFFICE SPACE LEASE/123 S. BUFFALO STREET/CARES-
Two office space leases were presented for approval. The spaces are located at 123 S. Buffalo Street and will be occupied by the CARES team. Each space will cost $4,800.00 annually/$400.00 monthly and the leases will be in effect from October 1, 2024 thru October 1, 2025.

-Office #4, motion made by Ms. Quance to approve the lease, seconded by Mr. Clemens, carried by unanimous vote.

-Office #6, motion made by Ms. Quance to approve the lease, seconded by Mr. Clemens, carried by unanimous vote.

GRANT APPLICATION/K21 HEALTH FOUNDATION/CARES-
A request was made to apply for a $2,472.50 grant from the K21 Health Foundation. If awarded, the funds will go toward purchasing up to 1,000 books for Question Persuade Refer (QPR) training for suicide prevention offered by the CARES team. Motion made by Mr. Clemens to approve the application, seconded by Ms. Quance, carried by unanimous vote.

GRANT APPLICATION/K21 HEALTH FOUNDATION/FIRE-
Another request was made to apply for a grant through the K21 Health Foundation. The Fire Territory is seeking $57,428.00 that will go toward the purchase of a Deep Tracker PIVOT Underwater ROV (Remotely Operated Vehicle). If awarded the funds will also go toward training of the device. Motion made by Ms. Quance to approve the application, seconded by Mr. Clemens, carried by unanimous vote.

TRAVEL REQUESTS-
A list setting forth three (3) travel requests: Police-two (2) and Fire-one (1), was submitted for approval. Motion made by Mr. Clemens approving the travel requests, seconded by Ms. Quance, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-
A New Hire/Change in Payroll report was provided for approval: Fire-one (1); Street-one (1) and more specifically set forth on the list attached to the minutes. Motion made by Ms., Quance to approve the report, seconded by Mr. Clemens, carried by unanimous vote.

IN-CAR AND BODY CAMERAS PURCHASE/POLICE-
Police Chief Scott Whitaker requested permission to purchase in-car and body cameras through two 60-month agreements with Axon Enterprises, Inc. Cost of the in-car cameras are $424,539.00 over five years or $84,907.00 annually, while the body cameras will be $238,718.64 or $47,943.73 annually and the agreement also includes maintenance and cloud storage. The purchases are being made through Sourcewell Cooperative Purchasing and the City Attorney provided letters noting the substantial savings. Motion made Ms. Quance to approve the purchases, seconded by Mr. Clemens, carried by unanimous vote.

POLICE DEPARTMENT TRAINING FACILITY RESTROOM PROJECT/PAY APPLICATION #3-
Pay Application #3 to Robinson Construction for $14,246.00 in reference to work completed to date for the training facility restrooms at the Police Department was presented for approval. Motion made by Mr. Clemens to approve the request, seconded by Ms. Quance, 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 2024-25 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 Ms. Quance to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

INDIANA DEPARTMENT OF TRANSPORTATION (INDOT) GRANT AWARD-
Street Superintendent Dustin Dillon recently applied for a grant through INDOT and has been informed that the City was awarded $46,000.00 for FY2025. The funds will go toward pavement warning markings at railroad crossings. Motion made by Mr. Clemens to accept the award, seconded by Ms. Quance, carried by unanimous vote.

PAY APPLICATION #2/LINCOLN STREET-HODGES ADDITION PROJECT-
Mr. Dillon presented Pay Application #2 for the Lincon Street-Hodges Addition project. Niblock Excavating is requesting a payment of $392,493.42 for work done to date. Motion made by Ms. Quance to approve the payment, seconded by Mr. Clemens, carried by unanimous vote.

KELLY PARK POND/FISH STOCKING-
Wastewater Utility Manager Brian Davison presented an agreement with Aquatic Weed Control to stock the pond at Kelly Park with fish. Bluegill, Large Mouth Bass, Catfish, and minnows will be added to the pond at a cost of $680.00. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

KELLY PARK POND/POND CARE-
Another agreement with Aquatic Weed Control was presented for approval. This agreement is for pond care at Kelly Park from April through September as well as annual aeration maintenance and phosphorus reduction treatment all at a cost of $2,225.00. Motion made by Ms. Quance to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

SIGN INSTALLATION/GRAYCRAFT SIGNS-
An agreement with Graycraft Signs was presented for approval. Graycraft will place twelve (12) pedestal signs in various locations at Center Lake and Pike Lake for a total cost of $2,400.00. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

2024 SANITARY SEWER & STORM REHABILITATION/WESSLER ENGINEERING-
An agreement between the City and Wessler Engineering was presented for approval. Wessler will provide design, permitting, bidding, and construction professional services for sanitary sewer and stormwater system rehabilitation. Cost of the services will be $47,000.00. Motion made by Ms. Quance to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

BID AWARD/PRAIRIE & LAKE STREET STORM IMPROVEMENTS-
Bids were opened during the October 18, 2024 meeting for the Prairie & Lake Street Storm Water Improvements. G&G Hauling and Excavating Inc. was the lone bidder at $387,404.35 and Mr. Davison is asking the Board to accept the bid. Motion made by Ms. Quance to approve the bid from G&G, seconded by Mr. Clemens, carried by unanimous vote.

CLAIM DOCKET-
The following claim docket was presented for approval.
Regular Docket - $1,835,789.85
EOM Docket - $129,633.71
Pension Docket - $33,773.42
Motion made by Mr. Clemens to approve all claims for payment, seconded by Ms. Quance, 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 at 11:51 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer