BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 15, 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 15, 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 George Clemens, Diane Quance, and Mayor Grose. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, HR Director Denny Harlan, City Engineer Aaron Ott, Street Superintendent Dustin Dillon, Police Chief Scott Whitaker, City Planner Justin Taylor, Wastewater Treatment Utility Manager Brian Davison, 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 November 1, 2024 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Ms. Quance, carried by unanimous vote.

RECOGNITION OF VISITORS-
-Human Resources Director Denny Harlan recognized City employees Lewis Fuller and Ryan Moore - 15 years of service; and Brian Davison - 25 years of service.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

UNFINISHED BUSINESS-

NEW BUSINESS-
CENTER LAKE PIER DEMOLITION BID OPENING-
The following bids for the demolition of the Center Lake pier were solicited to be opened today. One bid was received from:
-Milestone Contractors, L.P. - $397,838.00
Motion made by Ms. Quance to take the bid under advisement, seconded by Mr. Clemens, carried by unanimous vote.

BID OPENING/MICRO SURFACING & CRACK SEALING 2025-
Bids were solicited for Micro surfacing & Crack sealing for 2025 to be opened today. One bid was received from:

1. Pavement Solutions, Inc. – Micro Surfacing, $5.45/square yard; Crack Sealing, $1.50 per pound.

Ms. Quance made a motion to table the matter, seconded by Mr. Clemens, carried by unanimous vote. Several minutes later Street Department Superintendent Dustin Dillon advised the board that the bids were in order and recommended that Pavement Solutions be awarded the bid. Mr. Clemens made a motion to approve the recommendation, seconded by Ms. Quance, carried by unanimous vote.

BID AWARD/MAIN & LAKE STREET TRAFFIC SIGNAL MODERNIZATION PROJECT-
Bids were solicited and opened during the November 1, 2024 session for the above stated project. After review, it is recommended the bid be awarded to Michiana Contracting, Inc. for $360,642.00. Motion made by Mr. Clemens to approve the recommendation, seconded by Ms. Quance, carried by unanimous vote.

STREET CLOSURE REQUESTS-
The following street closure request was presented for approval:
-City of Lakes Car Show, May 18, 2025, 7:00 a.m.-7:00 p.m., 100 blocks of N. and S. Buffalo Streets and the 100 blocks of E. and W. Center Streets
Motion made by Ms. Quance to approve the closing, seconded by Mr. Clemens, carried by unanimous vote.

FRONTAGE ROAD AND LAKE VILLAGE LANE/PAY APPLICATION #2-
Pay Application #2 for the Frontage Road and Lake Village Lane improvements was presented for approval. Phend & Brown is seeking $1,337.50 for work done to date on the roadways. Motion made by Mr. Clemens to approve the pay application, seconded by Ms. Quance, carried by unanimous.

FRONTAGE ROAD AND LAKE VILLAGE LANE/PAY APPLICATION #3-

Pay Application #3 for the Frontage Road and Lake Village Lane improvements was presented for approval. Phend & Brown is seeking $15,916.76 as a final payment for work completed. Motion made by Mr. Clemens to approve the final pay application, seconded by Ms. Quance, carried by unanimous.

COMMUNITY CROSSINGS GRANT ACCEPTANCE-

Street Superintendent Dustin Dillon advised the Board that the City has been awarded $493,510.50 from the Indiana Department of Transportation (INDOT) from Community Crossings Matching Grant Fund. The grant will be used for improvements on CR 300 N between Silveus Crossing and CR 200 W. Motion made by Ms. Quance to accept the award, seconded by Mr. Clemens, carried by unanimous vote.

CITY HALL ROOFTOP PLAZA/GARLAND/DBS, INC.-

City Engineer Aaron Ott requested approval of a proposal from Garland/DBS, Inc. to perform work at City Hall on the rooftop plaza. The primary purpose of the work is to provide appropriate waterproofing to the roof and adjacent areas. Cost of the work listed on the proposal is $174,974.00 through purchasing cooperative OMNIA Partners. A letter from the City Attorney noting the substantial savings through cooperative purchasing was also included in the information. Motion made by Ms. Quance to approve the proposal, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (CE) #13/LINCOLN SIDEWALK PROJECT-

City Planner Justin Taylor presented Pay Application #13 for the Lincoln Sidewalk Project for Construction Engineering (CE). Troyer Group is seeking $40,103.48 for work done to date. The project is in conjunction with the Indiana Department of Transportation (INDOT) and an 80/20 match, which the State pays eighty (80) percent. Motion made by Mr. Clemens to approve the Pay Application and Voucher (CE) #13, seconded by Ms. Quance, carried by unanimous vote.

PRO AIR/2025 AGREEMENTS/POLICE & FIRE-

Police Chief Scott Whitaker presented the annual service agreements with Pro Air Midwest, Inc. for both the Police Department and Fire Territory. The agreements are for servicing air tank equipment at both departments. Cost to the Police Department is $1,430.00 and cost to the Fire Territory is $2,948.00. Motion made by Ms. Quance to approve the agreements, seconded by Mr. Clemens, carried by unanimous vote.

CHAPLAIN SERVICES AGREEMENT-

Chief Whitaker requested permission to enter into an agreement with Layne Sumner, who is an ordained minister. Mr. Sumner will offer guidance and counseling to members of the Police Department and Fire Territory, along with aid and support in times of emergency or loss in the community. The agreement runs from January 1, 2025 through December 31, 2025 with payments of $1,000.00 monthly, paid quarterly. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

MEMORANDUM OF UNDERSTANDING (MOU)/LILLY CENTER FOR LAKES AND STREAMS/STORMWATER-

A MOU was presented between the City (Stormwater Utility) and Lilly Center for Lakes & Streams (Lilly). Lilly will monitor and maintain stream sensors on Lones Ditch and Deeds Creek to collect data that will be available for public viewing plus other activities. This is the third year of the three (3)-year MOU with the third year costing $19,850.00. Motion made by Ms. Quance to approve the third-year payment, seconded by Mr. Clemens, carried by unanimous vote.

KELLY PARK POND IMPROVEMENTS/PAY APPLICATION #6-

Pay Application #6 for the Kelly Park Pond Improvements Project was presented for approval. G&G Hauling & Excavating, Inc. is requesting $3,671.75 for work done to date. Motion made by Mr. Clemens to approve the request, seconded by Ms. Quance, carried by unanimous vote.

KELLY PARK POND IMPROVEMENTS/FINAL PAY APPLICATION #7-

Pay Application #7 for the Kelly Park Pond Improvements Project was presented for approval. G&G Hauling & Excavating, Inc. is requesting $25,046.56 as final pay for the completed project. Motion made by Mr. Clemens to approve the request, seconded by Ms. Quance, carried by unanimous vote.

KIWANIS PARK AND PIKE LAKE SHORELINE RESTORATION/AGREEMENT-

The lone bid received from G&G Hauling & Excavating, Inc. for the Kiwanis Park and Pike Lake Shoreline Restoration project was awarded by the Board during the November 1, 2024 meeting at a total cost of $121,020.10. Today an agreement for the work is being presented for approval. Motion made by Ms. Quance to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

PRAIRIE & LAKE STREET STORM IMPROVEMENTS/AGREEMENT-
G&G Hauling & Excavating, Inc. was the lone bidder as well for the Prairie & Lake Street Stormwater Improvements project that was awarded during the November 1, 2024 meeting at a total cost of $387,404.35. The agreement is being presented today for approval. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

AECOM TECHNICAL SERVICES, INC./TIMBER RIDGE & DEER RIDGE STORMWATER STUDY/AMENDMENT #1-
An agreement between the City and AECOM was approved during the October 6, 2023 meeting. The agreement stated that AECOM will develop a master plan for improving stormwater drainage in the Timber Ridge South and Deer Ridge subdivisions and the cost was not to exceed $89,000.00. Today Amendment #1 to the agreement is being presented for approval. The amendment adds changes to the services, deliverables, schedule and consultants' compensation for an added cost of $100,000 for a new total of $189,000.00. Motion made by Mr. Clemens to approve amendment #1, seconded by Ms. Quance, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-
A New Hire/Change in Payroll report was presented for approval: Police-two (2); and Street-one(1). Motion made by Mr. Clemens to approve the report, seconded by Ms. Quance, carried by unanimous vote.

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

SPECIAL CLAIMS-
The Clerk's Office submitted a list of special claims for approval totaling $4,475.35. Motion made by Mr. Clemens approving the payment, seconded by Ms. Quance, carried by unanimous vote.

CLAIM DOCKET-
The following claim docket was presented for approval:
Regular Docket - $3,760,982.20
Motion made by Mr. Clemens to approve all claims for payment, seconded by Ms. Quance, and 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 11:24 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer