

BOARD OF PUBLIC WORKS & SAFETY
JANUARY 03, 2025
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, 2025 at 10:30 p.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 and Mayor Grose. Also present were Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Parks Superintendent Larry Plummer, Jr., Parks Recreation Director Stephanie Schaefer, Community and Economic Development Director Jeremy Skinner, Street Superintendent Dustin Dillon, Police Chief Scott Whitaker, Wastewater Treatment Plant Manager Brian Davison, and Times-Union reporter David Slone. The meeting was also presented live over the City's website at <https://www.warsaw.in.gov>.

ABSENT: Board Member George Clemens

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

MINUTES-

The minutes from the December 20, 2024 Regular Session were presented for approval. Board member Quance made a motion to accept the minutes as presented, seconded by Mayor Grose, carried by unanimous vote.

REPORTS ORAL & WRITTEN COMMUNICATIONS-

None noted.

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS-

LYNN-DOUGLAS, INC./WARSAW CHEMICAL/SRF REQUEST #24-

SRF Disbursement Request #24 for \$19,330.00 to Lynn-Douglas, Inc. for the Warsaw Chemical Groundwater Cleanup was presented for approval. The application will be sent to the Indiana Finance Authority (IFA)/State Revolving Fund (SRF) for payment from funds held at the Bank of New York (BNY) Mellon from the Sewage Works Revenue Bonds of 2022. Motion to approve the Disbursement Request and Pay Application made by Ms. Quance, seconded by Mayor Grose, carried by unanimous vote.

CERTIFIED TECHNOLOGY PARK RENEWEL-

An agreement between the City and the Indiana Economic Development Corporation was presented for approval. The agreement renews the status of the Technology Parks certification. Motion made by Ms. Quance to approve the agreement, seconded by Mayor Grose, carried by unanimous vote.

TRAVEL REQUEST-

A list setting forth one (1) travel request for Fire Chief Joel Shilling was submitted for approval. Motion made by Ms. Quance approving the request, seconded by Mayor Grose, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT/SALARY WAGE SUMMARY REPORT-

A New Hire/Change in Payroll report was presented for approval: Police-two (2); and Parks-one (1). Motion made by Ms. Quance to approve the New Hire/Change in Payroll report, seconded by Mayor Grose, carried by unanimous vote.

DITO/GOOGLE WORKSPACE-

An agreement with Dito, LLC was presented for approval. The three (3)-year agreement is an upgrade from the current agreement and will provide full Mobile Device Management. Cost will be \$193.20 annually per license and will start with 187 licenses for a total of \$36,128.40. Motion made by Ms. Quance approving the agreement, seconded by Mayor Grose, carried by unanimous vote.

ANDERSON PROPERTY MANAGEMENT/PARKS-

Parks Superintendent Larry Plummer requested approval of a contract with Anderson Property Management in the amount of \$2,222.00 per month for nine (9) months, for a total amount of \$19,998.00 for the 2025 Maintenance Agreement. Anderson will plant and maintain twenty-four

(24) satellite beds and twenty-seven (27) urns at Central Park. Ms. Quance made a motion to approve the contract, seconded by Mayor Grose, carried by unanimous vote.

CENTER, PIKE & WINONA LAKES CONSERVATION ASSOCIATION AGREEMENTS/PARKS-

Mr. Plummer presented the following Lake Conservation Association agreements. The agreements state that the Parks Department will pay \$2,500.00 in 2025 to each association to help with nature preservation, conservation and maintenance and more specifically stated in the agreements:

- Pike Lake Conservation Association
- Center Lake Conservation Association
- Winona Lake Conservation Association

Ms. Quance made a motion to approve the agreements, seconded by Mayor Grose, carried by unanimous vote.

WAYNE TOWNSHIP/PARKS CONTRACT-

Mr. Plummer presented the 2025 contract with Wayne Township for approval. Wayne Township agrees to pay the City \$81,000.00 in 2025 in support of the parks for township residents, and more specifically set forth within the agreement. Motion made by Ms. Quance to accept the contract, seconded by Mayor Grose carried by unanimous vote.

PARKS CONTRACTS-

The following contracts for Parks activities were presented for approval:

- Derek Tenny, DJ for Daddy's Little Sweetheart Dance, February 7-8, 2025, \$300.00.

Motion made by Ms. Quance to approve the contract, seconded by Mayor Grose, carried by unanimous vote.

- Entertainment Resource Group, LLC, National Country artist, July 18 ,2025, \$40,000.00

Motion made by Ms. Quance to approve the contract, seconded by Mayor Grose, carried by unanimous vote.

- Entertainment Resource Group, LLC, National Rock artist, June 20, 2025, \$38,000.00

Motion made by Ms. Quance to approve the contract, seconded by Mayor Grose carried by unanimous vote.

POLICE DEPARTMENT TRAINING FACILITY RESTROOM PROJECT/CHANGE ORDER #1-

The first Change Order for the Police Department Training Facility Restroom Project was presented for approval. The Change Order deducts \$1,030.00 from the total contract amount due to a change of the hard surface countertops for a new contract price of \$141,959.00. Motion made by Ms. Quance to approve the Change Order, seconded by Mayor Grose, carried by unanimous vote.

POLICE DEPARTMENT TRAINING FACILITY RESTROOM PROJECT/PAY APPLICATION #4-

Pay Application #4 to Robinson Construction for \$30,239.00 in reference to work completed to date for the training facility restrooms at the Police Department was presented for approval. This is the final pay request that also includes the retainage. Motion made by Ms. Quance to approve the request, seconded by Mayor Grose, carried by unanimous vote.

COMMUNITY CROSSINGS GRANT APPLICATION 2024-

Street Superintendent Dustin Dillon requested permission to apply for the 2025 Community Crossings Grant through the Indiana Department of Transportation (INDOT). If awarded, funds would go toward various paving projects and a 50/50 match is required. Motion made by Ms. Quance to approve the application, seconded by Mayor Grose, carried by unanimous vote.

PAY APPLICATION #2/2024 SANITARY & STORM REHABILITATION-

Wessler Engineering is requesting \$15,870.00 for engineering work done to date on the 2024 Sanitary Sewer & Storm Rehabilitation project. Motion made by Ms. Quance to approve Pay Application #2, seconded by Mayor Grose, carried by unanimous vote.

SPECIAL CLAIMS-

Clerk's Office submitted special claims for approval totaling \$75,703.25. Motion made by Ms. Quance approving the claims for payment, seconded by Mayor Grose, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$2,285,853.77

EOM Docket - \$190,467.10

Motion made by Ms. Quance to approve the claims for payment, seconded by Mayor Grose, 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