

BOARD OF PUBLIC WORKS & SAFETY  
MARCH 6, 2026  
10:30 A.M.  
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, March 6, 2026 at 10:30 A.M. in the temporary Council Chambers at the Police Department Training Center. 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 Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, WWTU Manager Brian Davison, Parks Superintendent Larry Plummer, Community Development Director Jeremy Skinner, City Planner Justin Taylor, Public Works Director Dustin Dillon, Police Chief Scott Whitaker, Fire Territory Chief Joel Shilling, Human Resources Director Denny Harlan, Police Officers Cory Black and Andrew Owens and their families, friends, and co-workers, and reporter David Slone from the Times-Union. 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 February 20, 2026 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.

**RECOGNITION OF VISITORS-**

-Mayor Grose gave the Ceremonial Oath of Office to Police Officers Cory Black and Andrew J. Owens, Jr.

**REPORTS/ORAL & WRITTEN COMMUNICATIONS-**

None noted.

**UNFINISHED BUSINESS-**

**STREET CLOSURE-**

-**Farmers and Artisan Market** - Saturdays, April 8, 2026 through October 31, 2026, 7:00 a.m. - 1:30 p.m., 100 block of W. Center Street and 100 block of S. Buffalo Street. Ms. Quance made a motion to deny entertaining the request, seconded by Mayor Grose, carried by unanimous vote.

**NEW BUSINESS-**

**STREET CLOSURE-**

The following street closure was presented for approval:

-**Farmers and Artisan Market** - Saturdays, May 2, 2026 through October 10, 2026, 7:00 a.m. - 1:00 p.m., with the exception of Saturday, June 6, 2026, the 100 block of W. Center Street and City Hall Plaza.

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

**IMPAC/NEOPOST/QUADIANT LEASING/POSTAGE MACHINE/CLERK'S OFFICE-**

A five (5) - year Lease & Maintenance Agreement with Impac/Neopost/Quadiant Leasing for the postage machine located in the Clerk's Office, at a cost of \$189.98 per month and paid quarterly, was presented for approval. Motion made by Ms. Quance to approve lease, seconded by Mayor Grose and carried by unanimous vote.

**STREET DEPARTMENT FACILITY PAY DISBURSEMENT REQUEST #14/ROBINSON CONSTRUCTION PAY APPLICATION #8-**

Disbursement/Requisition Request #14 for construction of the new Street Department facility was presented for approval. Robinson Construction Inc. is requesting \$429,032.49 for work completed through January 31, 2026 that will be paid from bond proceeds held at Argent Institutional Trust Company. This is the eighth pay application to Robinson Construction. Motion made by Ms. Quance to approve Disbursement Request #14/Robinson Construction Pay Application #8, seconded by Mayor Grose, carried by unanimous vote.

**PAY APPLICATION/ANCHORAGE ROAD PROJECT-**

Community and Economic Development Director Jeremy Skinner presented a Pay Application to American Structurepoint, Inc. in the amount of \$2,500.00 for the Anchorage Road Project. Motion made by Ms. Quance to approve the Pay Application, seconded by Mayor Grose, carried by unanimous vote.

**KOSCIUSKO COMMUNITY DEVELOPMENT INC. (KDI)/KOSCIUSKO COUNTY ECONOMIC DEVELOPMENT (KEDCO) 2026 AGREEMENT FOR SERVICES-**

An agreement with KDI, dba KEDCO, was presented for approval. KEDCO will assist the City in promoting commercial, industrial, and civic development for 2026 at a cost of \$100,000.00, payable in monthly installments of \$8,333.33. Motion made by Ms. Quance to approve the agreement, seconded by Mayor Grose, carried by unanimous vote.

**TRAVEL REQUESTS-**

A list setting forth four (4) travel requests: one (1) each from Wastewater Treatment Utility and the Mayor's office and two (2) from the Police Department was presented for approval. Motion made by Ms. Quance to approve the list, seconded by Mayor Grose, carried by unanimous vote.

**NEW HIRE/CHANGE IN PAYROLL REPORT-**

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

**VEHICLE PURCHASE/FIRE TERRITORY-**

Warsaw-Wayne Fire Territory Chief Joel Shilling requested to purchase a 2024 Chevrolet Tahoe from the Airport for a price of \$42,000.00. Motion made by Ms. Quance to approve the purchase, seconded by Mayor Grose, carried by unanimous vote.

**COMPUTER PURCHASES/FIRE TERRITORY-**

Chief Shilling requested permission to purchase eleven (11) computers and accessories through J&K Communications at a price of \$74,429.88. The purchase will allow the Territory to implement the Mobile Computer Terminal (MCT) system. Motion made by Ms. Quance to approve the purchase, seconded by Mayor Grose, carried by unanimous vote.

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

Parks Superintendent Larry Plummer presented the following Lake Conservation Association agreements. The agreements state that the Parks Department will pay \$2,500.00 in 2026 to each association to help with nature preservation, conservation and maintenance and more specifically stated in the agreements:

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

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

**JOMAC DEMOLITION PROJECT/PAYMENT APPLICATION #1-**

City Planner Justin Taylor presented pay application #1 to G&G Hauling and Excavating for demolition of the former Jomac building. G&G is requesting \$171,649.10 for work through February 28, 2026. Motion made by Ms. Quance to approve the payment, seconded by Mayor Grose, carried by unanimous vote.

**VS ENGINEERING, INC./SUPPLEMENTAL #1-**

Public Works Director Dustin Dillon presented Supplement #1 to a contract enter with VS Engineering, Inc. in July of 2025. VS needed to obtain a Construction Stormwater General Permit (CGSP) from IDEM for the project at a cost of \$8,200.00. Motion made by Ms. Quance to approve the supplement, seconded by Mayor Grose, carried by unanimous vote.

**WESSLER ENGINEERING/ON-CALL SERVICES-**

An agreement with Wessler Engineering was presented for approval. Wessler will provide on-call engineering services for wastewater and stormwater system issues, and the services are not to exceed \$40,000.00. Motion made by Ms. Quance to approve the agreement, seconded by Mayor Grose, carried by unanimous vote.

**MACALLISTER CAT SERVICE AGREEMENT/WWTU-**

Wastewater Utility Manager Brian Davison presented a three (3)-year service contract with MacAllister Cat at a cost of \$123,663.00. The services are for maintenance on generators. Motion made by Ms. Quance to accept the contract, seconded by Mayor Grose, carried by unanimous vote.

**SPECIAL CLAIMS-**

A list of special claims was submitted for approval totaling \$94,730.00. 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 - \$1,947,964.92

EOM Docket - \$170,281.91

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