BOARD OF PUBLIC WORKS & SAFETY
August 07, 2026
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, August 7, 2026 at 10:30 A.M. in the temporary Council Chambers at the Police Department Training Center. Board member Diane Quance presided and the following people were noted as present or absent:

PRESENT: Board members George Clemens and Diane Quance. Also present was Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Community and Economic Development Director Jeremy Skinner, Fire Territory Chief Joel Shilling, City Planner Justin Taylor, Human Resources Director Denny Harlan, Director of Public Works Dustin Dillon, Street Department Superintendent Joe Vetor, Police Chief Scott Whitaker, Deputy Police Chief Bryan Sherwin, Brady Burgess, and reporter David Slone from the Times-Union. The meeting was also presented live over the City's website at https://www.warsaw.

ABSENT: Mayor Jeff Grose

The meeting was called to order by Board member Diane Quance followed by the Pledge of Allegiance.

MINUTES-
The minutes from the July 17, 2026 Regular Session were presented for approval. Motion to approve the minutes was made by Mr. Clemens, seconded by Ms. Quance, carried by unanimous vote.

REPORTS-
-July 2026 Wastewater Payment Office payment adjustments

UNFINISHED BUSINESS-
None noted.

NEW BUSINESS-
WINONA AVENUE STUDY/PAY APPLICATION #3-
Community and Economic Development Director Jeremy Skinner requested payment #3 to American Structurepoint in the amount of $6,930.00 on the Winona Avenue Study for work completed through June, 2026. Motion made by Mr. Clemens to approve the payment, seconded by Ms. Quance, carried by unanimous vote.

STREET DEPARTMENT FACILITY PAY DISBURSEMENT REQUEST #19/ROBINSON CONSTRUCTION PAY APPLICATION #13-
Disbursement/Requisition Request #19 for construction of the new Street Department facility was presented for approval. Robinson Construction Inc. is requesting $562,958.94 for work completed through June, 2026 that will be paid from bond proceeds held at Argent Institutional Trust Company. This is the thirteenth pay application to Robinson Construction. Motion made by Mr. Clemens to approve Disbursement Request #19/Robinson Construction Pay Application #13, seconded by Ms. Quance, carried by unanimous vote.

GRANT ACCEPTANCE-
Fire Territory Chief Joel Shilling requested acceptance of a grant through Indiana Work & Learn. The grant provides up to 50% reimbursement of wage expenses for two work-based learning students from the Warsaw Area Career Center. Motion made by Mr. Clemens to accept the grant, seconded by Ms. Quance, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-
A list of twelve (12) new hires/payroll changes was presented for approval: Aviation-four (4); Fire-four (4); and Building and Plan, Police, Street and WWTU-one (1) each. Motion made by Mr. Clemens to approve the report, seconded by Ms. Quance, carried by unanimous vote.

TRAVEL REQUESTS-
A list setting forth four (4) travel requests from the Street Department was presented for approval. Mr. Clemens made a motion to approve the request, seconded by Ms. Quance, carried by unanimous vote.

CHANGE ORDER-
Change Order #1 for the American Crossroads Photo Project was presented for approval. Artist Grant Beachy is requesting $221.92 for additional travel expenses. The cost will be covered by the KCCRVC

grant that was awarded in 2025. Motion made by Mr. Clemens to approve the additional expense, seconded by Ms. Quance, carried by unanimous vote.

TERMINATION OF TAXICAB PERMITS-
Deputy Police Chief Bryan Sherwin requested the termination of taxicab permits for Fast Cab 2.0, LLC due to closure of the business. Motion made by Mr. Clemens to approve the request, seconded by Ms. Quance, carried by unanimous vote.

MANAGED CLOUD SYSTEM-
A three (3)-year agreement with CyberTech Systems & Software Inc. was presented for approval. City IT Consultant Brady Burgess reviewed the agreement with the Board noting that CyberTech will design, manage, cloud host, and perform server migration services for the ArcGIS software that several departments use. Cost of the first year of the agreement will be $110,565,00. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

ELEMENTS XS SOFTWARE MIGRATION-
An agreement with Accela, Inc. to move the City's Elements XS software to the cloud environment as noted in earlier business was presented for approval. Cost of the services will be $3,600.00. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

PAY APPLICATION #9/CITY HALL HVAC IMPROVEMENTS/CORE MECHANICAL SERVICES-
Pay Application #9 to Core Mechanical in the amount of $191,659.80 for work done thru July 2026 for the City Hall HVAC Improvements was presented for approval. Motion made by Mr. Clemens to approve the payment, seconded by Ms. Quance, carried by unanimous vote.

QUOTES SOLICITATION-
Director of Public Works Dustin Dillon requested permission to seek quotes for patching, milling, resurfacing and pavement markings for the City parking lot located at S. Buffalo Street and Jefferson Street. Sealed quotes will be accepted until 10:00 a.m. on Friday August 21, 2026, and opened during the Board of Works meeting scheduled for that day. Motion made by Mr. Clemens to approve the request, seconded by Ms. Quance, carried by unanimous vote.

EQUIPMENT PURCHASE-
Street Superintendent Joe Vetor requested permission to purchase a 2026/2027 Case Loader from RPM Machinery. The price is $165,937.33 which includes a trade-in of a 2016 Volvo L90H Loader, and the pricing came through Sourcewell. The City Attorney provided a letter stating the substantial savings through the Sourcewell pricing. Motion made by Mr. Clemens to approve the purchase, seconded by Ms. Quance, carried by unanimous vote.

CLAIM DOCKETS-
The following claim dockets were presented for approval:
Regular Docket - $2,906,930.28
End of the Month Docket – $1,101,307.98
Motion made by Mr. Clemens to approve all claims for payment, seconded by Ms. Quance, carried by unanimous vote.

OTHER MATTERS-
None noted.

ADJOURN-
There being no further business to come before the Board by a motion duly made and seconded, the meeting was adjourned at 10:58 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer