

BOARD OF PUBLIC WORKS & SAFETY
APRIL 4, 2025
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, April 4, 2025 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 member Diane Quance and Mayor Grose. Also present Clerk-Treasurer Lynne Christiansen, City Engineer Aaron Ott, Community and Economic Development Administrative Assistant Whitney Shilling, City Planner Justin Taylor, Assistant City Planner Jackson Longenbaugh, Street Superintendent Dustin Dillon, Police Chief Scott Whitaker, Wastewater Utility Manager Brian Davison, Fire Chief Joel Shilling, Human Resources Director Denny Harlan, 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 and City Attorney Scott Reust.

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

MINUTES-

The minutes from the March 21, 2025 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.

RECOGNITION OF VISITORS-

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

-None noted.

UNFINISHED BUSINESS-

-None noted.

NEW BUSINESS-

STREET CLOSURES-

The following street closures were presented for approval:

-Family Safety Day, September 13, 2025, 7:00 a.m. - 1:00 p.m., Canal Street from Indiana Street to east parking lots, and Indiana Street north of Canal Street to Buffalo Street. Motion made by Ms. Quance to approve the closure, seconded by Mayor Grose, carried by unanimous vote.

-Celebrating Women in High School Athletics, June 28, 2025, 6:00 a.m. - 4:00 p.m., 100 block of N. Indiana St. Motion made by Ms. Quance to approve the closure with the stipulation that neighboring businesses are notified, seconded by Mayor Grose, carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (PE) #44/ANCHORAGE ROAD PROJECT-

Community and Economic Development Administrative Assistant Whitney Shilling presented a Pay Application to American Structurepoint, Inc. in the amount of \$2,580.00 for the Anchorage Road Project. Also included was LPA Voucher (PE) #44 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State for the 80/20 grant for Preliminary Engineering (PE). Motion made by Ms. Quance to approve the Pay Application and LPA Voucher (PE) #44, seconded by Mayor Gross, carried by unanimous vote.

PAY APPLICATION #3/UNION STATION LOFTS (GATKE PROJECT)-

Ms. Shilling presented Pay Application #3 for the Union Station Lofts currently being built on the former Gatke property. The developers, Rebar of Warsaw, are seeking \$242,673.79 for work done to date. A payment request will be sent to Huntington Bank, who holds the construction funds from bond proceeds. Motion made by Ms. Quance approve the pay application, seconded by Mayor Grose, carried by unanimous vote.

FIRST DUE/LOCALITY MEDIA, INC/CONTRACT ADDITION-AMENDMENT-

Fire Chief Joel Shilling requested approval of an annual contract with First Due/Locality Media that offers software for various functions of the Fire Territory such as mapping, incident reporting, inspections, scheduling and training records. Cost of the contract is \$23,495.35. Motion made by Ms. Quance to approve the request, 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); Building and Plan, one (1); Wastewater, one (1); Street three (3); Aviation, one (1), and Parks, four (4) seasonal. Motion made by Ms. Quance to approve the report, seconded by Mayor Grose carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth four (4) travel requests was presented for approval: Police, three (3); and Building and Plan one (1). Motion made by Ms. Quance to approve the travel requests, seconded by Mayor Grose, carried by unanimous vote.

OUTDOOR SEATING APPLICATIONS-

The following outdoor seating applications for the downtown area were presented for approval:

-Generous Coffee – 121 W. Center Street

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

ANNUAL WASTEWATER TRAINING/WASTEWATER SOLUTIONS, INC. /WWTU-

An agreement between the City and Wastewater Solutions, Inc. was presented for approval. Wastewater Solutions will provide four (4) half days of professional development training for Wastewater Utility employees. Cost of the service will be \$14,940.00. Motion made by Ms. Quance to approve the training, seconded by Mayor Grose, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:

Regular Docket - \$1,788,437.09

End of the Month Docket -\$76,023.95

Motion made by Ms. Quance approving the claim dockets 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 at 10:52 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer