

BOARD OF PUBLIC WORKS & SAFETY
MARCH 21, 2025
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, March 21, 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 members George Clemens, Diane Quance, and Mayor Grose. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, WWTU Manager Brian Davison, City Engineer Aaron Ott, Parks Superintendent Larry Plummer, Parks Recreation Director Stephanie Schaefer, Fire Territory Chief Joel Shilling, Street Superintendent Dustin Dillon, Assistant City Planner Jackson Longenbaugh, Human Resources Director Denny Harlan, Police Captain Paul Heaton, WWTU employee Will Phillips, Terry Sweeny from Main Street Warsaw, Lisa Hawley from Kosciusko County Farmers & Artisan Market, Kim Bussard, 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: None noted.

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

MINUTES-

The minutes from the March 7, 2025 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Ms. Quance, motion carried by unanimous vote.

RECOGNITION OF VISITORS-

-City employee Will Phillips was recognized for 10 years of service.

NEW BUSINESS-

STREET CLOSURES-

The following street closures were requested:

-Pre-Prom Arrive Alive Mock Crash Scene - 8:15 a.m.-11:00 a.m., May 2, 2025, Logan Street between Rozella Road and first driveway into WCHS parking lot.

Motion made by Ms. Quance to approve the closure, seconded by Mr. Clemens, carried by unanimous vote.

-Classic Car Cruise-In - June 28, 2025, 3:00 p.m. – 12:00 a.m., Smith Street between Bronson Street and Maple Avenue.

Motion made by Mr. Clemens to approve the closure, seconded by Ms. Quance, carried by unanimous vote.

-Farmers and Artisan Market - Saturdays, May-September, 7:00 a.m.-1:30 p.m., 100 block of West Center Street and 100 block of South Buffalo Street.

Motion made by Ms. Quance to approve the closures, seconded by Mr. Clemens, carried by unanimous vote.

SELF CONTAINED BREATHING APPARATUS (SCBA) REPLACEMENT-

Motion made by Ms. Quance to table this matter, seconded by Mr. Clemens, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting fourteen (14) travel requests was presented for approval: Police Department-six (6); Wastewater Treatment Utility-two (2); and Fire Territory-six (6). Motion made by Mr. Clemens to approve the travel requests as presented, 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-one (1); Aviation-one (1); Park-three (3). Motion made by Ms. Quance to approve the report, seconded by Mr. Clemens, carried by unanimous vote.

PARKS CONTRACTS-

The following Parks contracts were presented for approval:

- Kensington Digital Media - Promotion of Rock and Country Concerts - No charge

Motion made by Mr. Clemens to approve the contract, seconded by Ms. Quance, carried by unanimous vote.

-Brian Fravel Pro Audio Service - Production for Country Concert - \$1,920.00

Motion made by Ms. Quance to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

-Brian Fravel Pro Audio Service - Production for Rock Concert - \$7,370.00

Motion made by Mr. Clemens to approve the contract, seconded by Ms. Quance, carried by unanimous vote.

VOLLEYBALL AND CORNHOLE KIOSKS/RENT FUN, LLC-

Park Director Larry Plummer requested permission to enter into an agreement with Rent Fun, LLC to install a kiosk for volleyball equipment and cornhole boards along the Center Lake Recreational Trail. The kiosk will cost \$3,000.00 for a five-year agreement which is automatically renewed. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

OUTDOOR SEATING APPLICATIONS-

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

-**The River Coffeehouse** - 101 E. Center Street

Motion made by Ms. Quance to approve the application seconded by Mr. Clemens, carried by unanimous vote.

GRANT APPLICATION/FY2026 C.H.I.R.P./POLICE-

Police Captain Paul Heaton requested permission to participate in the Comprehensive Hoosier Highways Injury Reduction Program (C.H.I.R.P.) grant provided from the National Highway Transportation Safety Administration (NHTSA) and the Indiana Criminal Justice Institute (ICJI). The C.H.I.R.P. grant consists of Click It to Live It, Driving Under the Influence (DUI) Task Force Project, Stop Arm Violation Enforcement (SAVE) Project, and PEDBIKE Project. If awarded the City could receive up to \$88,000.00. Motion made by Mr. Clemens approving the request, seconded by Ms. Quance, carried by unanimous vote.

COMMUNITY CROSSINGS GRANT ACCEPTANCE-

Street Superintendent Dustin Dillon advised the Board that the City has been awarded \$929,526.00 from the Indiana Department of Transportation (INDOT) from Community Crossings 50/50 Matching Grant Fund. The grant will be used for the reconstruction of Airport Road and paving projects of several other roads. Motion made by Ms. Quance to accept the award, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #4/2024 SANITARY & STORM REHABILITATION-

Wessler Engineering is requesting \$5,387.88 for engineering work done to date on the 2024 Sanitary Sewer & Storm Rehabilitation project. Motion made by Mr. Clemens to approve Pay Application #4, seconded by Ms. Quance, carried by unanimous vote.

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$2,984,260.73

Motion made by Mr. Clemens to approve all claims for payment, seconded by Ms. Quance, motion carried by unanimous vote.

OTHER MATTERS-

ADJOURN-

There being no further business to come before the Board by a motion duly made and seconded, the meeting was adjourned at 11:00 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer

