BOARD OF PUBLIC WORKS & SAFETY
May 2, 2025
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, May 2, 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, Community and Economic Development Director Jeremy Skinner, Street Superintendent Dustin Dillon, City Engineer Aaron Ott, Park Superintendent Larry Plummer, City Planner Justin Taylor, Police Chief Scott Whitaker, Human Resources Administrative Assistant Montana Gardner, Wastewater Superintendent Brian Davison, Fire Territory Chief Joel Shilling, and Times-Union reporter David Slone. 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 April 17, 2025 Regular Session were presented for approval. Ms. Quance made a motion to approve the minutes as presented, seconded by Mr. Clemens, carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATION-
None noted.

NEW BUSINESS-
BID AWARD/AIRPORT ROAD AND OTHER STREETS-
Bids were opened during the April 17, 2025 meeting for improvements on Airport Road and several other streets. After reviewing the bids, Street Superintendent Dustin Dillon is recommending the bid be awarded to Phend & Brown for $908,606.40. Motion made by Mr. Clemens to approve the recommendation, seconded by Ms. Quance, carried by unanimous vote.

BID OPENING/INPLACE PAVEMENT MARKINGS-
Bids for Inplace pavement markings (solid white & yellow lines, stop bars, crosswalks, parking stalls, arrows, onlys, & RR crossings) were solicited to be opened today. Bids were based per linear feet as well as each marking for some items as well as for paint or thermoplastic. Bids were received from:

1. Traffic Control Specialists d/b/a High Star Traffic
2. CE Hughes Milling, Inc. d/b/a The Airmarking Co.

After discussion, motion made by Ms. Quance to approve both vendors with the Street Superintendent's discretion, seconded by Mr. Clemens, carried by unanimous vote.

BID OPENING/SELF-CONTAINED BREATHING APPARATUS (SCBA) EQUIPMENT-
Bids for SCBA equipment were solicited to be opened today. Bids were received from:

1. Hoosier Fire Equipment, Inc.-$393,618.75

Chief Shilling requested to review the bid for a recommendation before the end of the meeting. Mr. Clemens made a motion to approve the request, seconded by Ms. Quance and carried by unanimous vote. After review, and at the end of the meeting, Chief Shilling recommended the bid be awarded to Hoosier Fire Equipment. Motion made by Ms. Quance to approve the recommendation, seconded by Mr. Clemens, carried by unanimous vote.

STREET CLOSURE-
The following street closure was requested:
-Kansas City Barbeque Society-Smokin' Downtown-August 9, 2025, 6:00 a.m.-6:00 p.m., 100 block of S. Buffalo St.
Motion made by Ms. Quance to approve the closure, seconded by Mr. Clemens, carried by unanimous vote.

TRAVEL REQUESTS-
A list setting forth two (2) travel requests for the Police Department was presented for approval. Motion made by Mr. Clemens to approve the travel requests, seconded by Ms. Quance, carried by unanimous vote.

NEW HIRES/CHANGE IN PAYROLL REPORT-
A list of twenty-nine (29) payroll changes was presented for approval: Park-sixteen (16 seasonal); Street-three (3); Cemetery-three (3 seasonal); WWTU-two (2); Engineering (B&P)- one (1 seasonal); and Police - four (4). Motion made by Ms. Quance to approve the report, seconded by Mr. Clemens, carried by unanimous vote.

AGREEMENT/ASG-ADVANCED SYSTEMS GROUP-
An agreement with ASG was presented for approval. The agreement will provide annual security and fire monitoring for City Hall at a cost of $552.00. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

AGREEMENT/HAVEL-
An agreement with Havel for licensing for annual cloud-based access control for security at City Hall was presented for approval. Cost of the services will be $1,428.17. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

MICHIANA AREA COUNCIL OF GOVERNMENTS (MACOG)/GRANT ADMINISTRATIVE SERVICES-
City Planner Justin Taylor requested approval of an agreement with MACOG who will provide grant administrative services for the Community Development Blight Grant (CDBG) Blight Clearance Program, which was recently awarded to the City for demolition of a former factory in the 1600 block of E. Winona Avenue. Cost of the service will be $50,000.00 for the $500,000.00 grant which will be paid from proceeds from the grant. Motion made by Ms. Quance to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

K21 HEALTH FOUNDATION GRANT APPLICATION-
Mr. Taylor requested permission to apply for a $100,000.00 grant from K21 in support of the Ride-Walk Advisory Committee. The funds will be used as a local match for a $400,000.00 Safe Streets For All grant (SS4A) for a downtown trail demonstration. Motion made by Ms. Quance to approve the application, seconded by Mr. Clemens, carried by unanimous vote

SAFE STREETS FOR ALL (SS4A) GRANT APPLICATION-
Mr. Taylor requested permission to apply for another grant for the downtown multimodal trail demonstration. He is seeking $400,000.00 through the US Department of Transportation and its Safe Streets and Roads for All grant. Motion made by Mr. Clemens to approve the application, seconded by Ms. Quance, carried by unanimous vote.

ANNUAL TRAFFIC REPORT 2024-
Police Chief Scott Whitaker presented the 2024 Annual Traffic Report. The report showed data for crash reports, citation statistics, and parking statistics. Chief Whitaker also noted a correction in the number of Citations issued for 2024 which should have been 5,070 and not 4,513 as shown. Motion made by Mr. Clemens to accept the report, seconded by Ms. Quance, carried by unanimous vote.

VS ENGINEERING/AIRPORT ROAD RECONSTRUCTION/ADDENDUM #1-
Street Department Superintendent Dustin Dillon requested approval of Addendum #1 to the VS Engineering contract approved in August, 2024. Due to combining two Community Crossings projects, the addendum adds Provident Drive, Old Rd. 30, Zimmer Road, and CR 150 West for additional design services. Cost of the change will be $13,300.00. Motion made by Ms. Quance to approve the request, seconded by Mr. Clemens, carried by unanimous vote.

USI CONSULTANTS, INC./CLARK STREET RECONSTRUCTION-
Mr. Dillon presented a contract with USI Consultants, Inc. for engineering design services for the reconstruction of Clark Street between Cook and Maple Streets. Cost of the services will be $33,000.00. Motion made by Mr. Clemens to approve the contract, seconded by Ms. Quance, carried by unanimous vote.

PHEND & BROWN, INC./AIRPORT ROAD CONTRACT-
A contract between the City and Phend & Brown was presented for approval. The bid was awarded earlier in the meeting for reconstruction of Airport Road, and paving on Provident Drive, Old US 30, Zimmer Road, and CR 150 W. for $908,606.40. Motion made by Ms. Quance to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

WESSLER ENGINEERING/PRAIRIE & LAKE STREET STORM SEWER IMPROVEMENTS/AMENDMENT #1-
Wastewater Superintendent Brian Davison presented an amendment to an agreement with Wessler Engineering that was approved, in September of 2023, for the Prairie & Lake Street storm sewer improvements. The amendment adds "Construction Administration Phase" at a cost not to exceed $34,200.00. Motion made by Mr. Clemens to approve Amendment #1, seconded by Ms. Quance, carried by unanimous vote.

XYLEM DEWATERING SOLUTIONS/PREVENTATIVE MAINTENANCE AGREEMENT-
Mr. Davison presented a preventative maintenance agreement between the City and Xylem. The five-year agreement offers inspection of three (3) pumps as well as replacement of batteries, belts, etc. Cost of the services will be $28,750.00. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

LILLY CENTER FOR LAKES & STREAMS REPORT-
A report from the Lilly Center for Lakes & Streams was provided for review. The report listed activities the Center performed for the Stormwater Utility in 2024. The Board acknowledged the report.

ANDERSON PROPERTY MANAGEMENT SOLUTIONS/RAIN GARDEN MAINTENANCE-
An agreement between the City and Anderson Property Management Solutions was presented for approval. Anderson will maintain water gardens in 2025 at the treatment plant, Lincoln Elementary and Redeemer Lutheran Church at a cost of $3,271.00. Motion made by Ms. Quance to approve the proposal, seconded by Mr. Clemens, carried by unanimous vote.

CLAIM DOCKETS-
The following claim dockets were presented for approval:
Regular Docket - $1,806,763.49
End of Month - $135,857.01
Motion made by Mr. Clemens to approve all the claims for payment, seconded by Ms. Quance, 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 11:24 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer