BOARD OF PUBLIC WORKS & SAFETY
July 3, 2025
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Thursday July 3, 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, City Engineer Aaron Ott, Community and Economic Development Director Jeremy Skinner, WWTU Manager Brian Davison, Fire Territory Chief Joel Shilling, Street Superintendent Dustin Dillon, Chief of Police Scott Whitaker, Park Superintendent Larry Plummer, Human Resources Director Denny Harlan, Building and Plan Administrative Assistant Angie Lundy, Mike Cox from the 9-11 Committee, 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 June 20, 2025 Regular Session were presented for approval. Ms. Quance made a motion to accept the minutes as presented, seconded by Mr. Clemens, carried by unanimous vote.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-
None noted.

UNFINISHED BUSINESS-
None noted.

NEW BUSINESS-
STREET CLOSURE-
9-11 Remembrance Ceremony, Thursday September 11, 2025, 5:00 p.m. - 8:30 p.m., Canal Street "between parking lot entrances." Motion made by Mr. Clemens to approve the closure, seconded by Ms. Quance, carried by unanimous vote.

PAY APPLICATION/LPA VOUCHER (PE) #47/ANCHORAGE ROAD PROJECT-
Community and Economic Development Director Jeremy Skinner presented a Pay Application to American Structurepoint, Inc. in the amount of $840.00 for the Anchorage Road Project. Also included was LPA Voucher (PE) #47 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) #47, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #6/UNION STATION LOFTS (GATKE PROJECT)-
Mr. Skinner presented pay application #6 for the Union Station Lofts currently being built on the former Gatke property. The developers, Rebar of Warsaw, are seeking $81,746.61 for work done to date. This will be the last request to Huntington Bank, who hold the construction funds from bond proceeds, as the funds will be depleted after this request. Motion made by Mr. Clemens to approve the pay application, seconded by Ms. Quance, carried by unanimous vote.

CENTER LAKE PIER DEMOLITION/PAY APPLICATION #3-
City Engineer Aaron Ott requested approval of Pay Application #3 to Milestone Contractors, L.P. for work done regarding the Center Lake Pier demolition. Milestone is requesting payment of the retainage amount of $19,019.34 due to the project being completed. Motion made by Ms. Quance to approve the payment, seconded by Mr. Clemens, carried by unanimous vote.

TURNER VALENTINE, LLC/LEGAL REPRESENTATION/WARSAW-WAYNE FIRE TERRITORY-
Fire Territory Chief Joel Shilling requested approval of a contract with Attorney Adam Turner of Turner Valentine, LLC, for the Fire Territory. Mr. Turner will charge $250.00 for his legal services plus he has received a $1,500.00 retainer from Birch Kaufman, LLC, who recently ended their relationship with the Territory. Motion made by Mr. Clemens to approve the contract, seconded by Ms. Quance, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth twelve (12) travel requests was presented for approval: WWTU-eleven (11); and Police-one (1). Motion made by Ms. Quance to approve the list, seconded by Mr. Clemens, carried by unanimous vote.

NEW HIRE/CHANGE IN PAYROLL REPORT-

The Human Resources Department presented a New Hire/Change in Payroll Report listing two (2) positions affected: Police-one (1); and Building and Plan-one (1). Motion made by Mr. Clemens to approve the report, seconded by Ms. Quance, carried by unanimous vote.

GT SOLUTIONS/LEADERSHIP TRAINING-

Director of Human Resources Denny Harlan presented an agreement with GT Solutions who will offer Vital Insight leadership development for the City. The agreement offers two training sessions over a 12-week period in the Fall of 2025 and Spring of 2026 at a total cost of $10,950.00 and further described in the proposal. Motion made by Ms. Quance to approve the request, seconded by Mr. Clemens, carried by unanimous vote.

PARK CONTRACT-

Park Superintendent Larry Plummer asked for this item to be removed from the agenda and the Board acknowledged his request.

OUTDOOR SEATING APPLICATION-

The following outdoor seating application for the downtown area was presented for approval:

-Downtown Candy Shop, 112 W. Market Street

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

VS ENGINEERING, INC./VARIOUS STREET PROJECTS-

Street Superintendent Dustin Dillon requested permission to enter into a contract with VS Engineering, Inc., who will offer the creation of construction documents and bid packets for improvements along portions of Parker Street, Husky Trail, Patterson Road and CR 75. Cost of the services is $57,600.00. Motion made by Ms. Quance to approve the contract, seconded by Mr. Clemens, carried by unanimous vote.

PAY APPLICATION #6/2024 SANITARY & STORM REHABILITATION-

Wessler Engineering is requesting $3,501.25 for engineering work done to date on the 2024 Sanitary Sewer & Storm Rehabilitation project. Motion made by Mr. Clemens to approve Pay Application #6, seconded by Ms. Quance, carried by unanimous vote.

SANITARY STORM PIPE REHAB/PAYMENT APPLICATION #2/INSIGHT PIPE CONTRACTING, LLC-

Wastewater Superintendent Brian Davison presented Pay App #2 to Insight Pipe Contracting, LLC, for sewer and storm water pipe rehabilitation. Insight is requesting $105,089.19 for work done to date. Motion made by Ms. Quance to approve the request, seconded by Mr. Clemens, carried by unanimous vote.

TIMBER RIDGE PHASE #1 STORMWATER IMPROVEMENTS/PAY APPLICATION #1-

Pay Application #1 in the amount of $57,250.23 to G&G Hauling for the Timber Ridge Stormwater Improvements was presented for approval. Motion made by Mr. Clemens to approve the payment, seconded by Ms. Quance, carried by unanimous vote.

AECOM TECH. SERVICES, INC./TIMBER RIDGE & DEER RIDGE STORMWATER STUDY/AMENDMENT #3-

Amendment #3 for the Timber Ridge South and Deer Ridge Subdivisions Stormwater Improvements project was presented for approval. The amendment adds services to Phase II and III in Timber Ridge and Deer Ridge Subdivisions, and stormwater improvements near Kelly Park. Cost of the additional services is $181,157.00. Motion made by Ms. Quance to approve Amendment #3, seconded by Ms. Mr. Clemens, carried by unanimous vote.

CLAIM DOCKETS-

The following claim dockets were presented for approval:
Regular Docket - $3,757,566.35
End of the Month-$1,250,232.52
Motion made by Mr. Clemens to approve all 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 11:15 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer