

BOARD OF PUBLIC WORKS & SAFETY
NOVEMBER 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, November 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, HR Director Denny Harlan, City Engineer Aaron Ott, Director of Public Works Dustin Dillon, Fire Territory Chief Joel Shilling, Park Superintendent Larry Plummer, Park Maintenance Director Shaun Gardner, Community and Economic Development Director Jeremy Skinner, Firefighter Jaxson Hastings and his family, friends, and co-workers, 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 November 12, 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.

RECOGNITION OF VISITORS-

- Human Resources Director Denny Harlan recognized City employee Shaun Gardner for 25 years of service.
- Mayor Grose administered the Oath of Office to Firefighter Jaxson Hastings.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

-None noted.

UNFINISHED BUSINESS-

-None noted.

NEW BUSINESS-

NEW HIRE/CHANGE IN PAYROLL REPORT-

A New Hire/Change in Payroll report was presented for approval: Fire-two (2); Police-one (1); and Cemetery-one(1). Motion made by Mr. Clemens to approve the report, seconded by Ms. Quance, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth six (6) travel requests: Fire-one (1); and Police-five (5), was submitted for approval. Motion made by Ms. Quance approving the travel requests, seconded by Mr. Clemens, carried by unanimous vote.

REGROUP MASS NOTIFICATION-

An agreement with Regroup Mass Notification was presented for approval. The annual subscription includes messaging via landline, email, cell, and social media. Cost of the three-year subscription agreement is \$23,886.31, with the term running from 1-1-2026 thru 12-31-2028. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance carried by unanimous vote.

LANGUAGE MATTERS SERVICE AGREEMENT-

An agreement between the City and Language Matters was presented for approval. Language Matters will offer translation services in several different languages for various needs for City Departments and citizens. Several different options were proposed and after discussion the Board agreed to a 36-month agreement for a total cost of \$139,992.00. Motion made by Ms. Quance to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

WARSAW COMMUNITY SCHOOLS MOU/ICE MELTING MATERIALS/STREET-

A Memorandum of Understanding (MOU) was presented to the Board for ice melting materials for the 2025-26 winter season. This MOU between the City of Warsaw and Warsaw Community Schools is for

the purpose of jointly purchasing ice melting materials with the City having priority in case of a salt shortage. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

N. GRANT STREET SIDEWALK IMPROVEMENTS/PAY APPLICATION #1-

Pay Application #1 for the N. Grant St. sidewalk improvements was presented for approval. Pulver Asphalt Paving, Inc. is seeking \$79,130.00 for work done and completion of the project. Motion made by Ms. Quance to approve the payment, seconded by Mr. Clemens, carried by unanimous vote.

CLAIM DOCKET-

The following claim docket was presented for approval:

Regular Docket - \$2,641,702.38

Motion made by Mr. Clemens to approve all claims for payment, seconded by Ms. Quance, and 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 10:55 a.m.

ATTEST:

Lynne Christiansen, Clerk-Treasurer