

BOARD OF PUBLIC WORKS & SAFETY
JANUARY 23, 2026
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday, January 23, 2026 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: Present were Board members George Clemens, Diane Quance, and Mayor Grose. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Scott Reust, Human Resources Director Denny Harlan, City Engineer Aaron Ott, Community and Economic Development Director Jeremy Skinner, City Planner Justin Taylor, Assistant City Planner Leah Parker, Parks Superintendent Larry Plummer, Director of Public Works Dustin Dillon, Police Chief Scott Whitaker, 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 January 9, 2026 Regular Session were presented for approval. Motion made by Mr. Clemens to approve the minutes as presented, seconded by Ms. Quance, carried by unanimous vote.

RECOGNITION OF VISITORS-

- Human Resources Director Denny Harlan recognized Rebecca Jenkins for 15 years of service.
- Mayor Grose administered an Oath of Office to Ken Locke of the Cemetery Board.

REPORTS/ORAL & WRITTEN COMMUNICATIONS-

- WWTU Payment Office December 2025 adjustment report

UNFINISHED BUSINESS-

None noted.

NEW BUSINESS-

STREET DEPT. FACILITY PAY DISBURSEMENT REQUEST #13/ROBINSON CONSTR. PAY APPLICATION #7-

Disbursement/Requisition Request #13 for construction of the new Street Department facility was presented for approval. Robinson Construction Inc. is requesting \$729,455.57 for work completed through December of 2025, that will be paid from bond proceeds held at Argent Institutional Trust Company. This is the 7th pay application to Robinson Construction. Motion made by Ms. Quance to approve Disbursement Request #13/Robinson Construction Pay App. #7, seconded by Mr. Clemens, carried by unanimous vote.

TRAVEL REQUESTS-

A list setting forth three (3) travel requests was submitted for approval: HR- two (2); and Police-one (1). Motion made by Mr. Clemens approving the travel requests, seconded by Ms. Quance, carried by unanimous vote.

2026 TAKE-HOME VEHICLES-

A "2026 Take-Home Vehicle List" was presented for approval. It shows a list of those employees with City vehicles to be used to drive back and forth from work, as well as weather callouts as needed. The Mayor's vehicle is the only authorized vehicle that may be used for personal miles. All are charged per IRS guidelines. Motion made by Ms. Quance to approve the list, seconded by Mr. Clemens, carried by unanimous vote.

WORK ONE AGREEMENT-

An agreement between the City, WorkOne, and Pro Resources was presented for approval. The agreement is for the City to host one (1) youth employee from January 28, 2026 through May 8, 2026, who will work up to twenty (20) hours a week, with pay up to \$16.00 per hour. Motion made by Mr. Clemens to approve the agreement, seconded by Ms. Quance, carried by unanimous vote.

GRANT AWARD/CENTRAL PARK CONCERT SERIES/PARKS-

Parks Superintendent Larry Plummer announced that the Kosciusko County Community Foundation has awarded the Parks Department \$7,000.00 from the Richard, Evelyn & Jane Glover Community

Endowment. The funds from the 2026 grant cycle will be used in support of the Summer Concert Series. Motion made by Ms. Quance to accept the award, seconded by Mr. Clemens, carried by unanimous vote.

PARKS CONTRACTS-

The following contracts for Parks activities were presented for approval:

-Entertainment Resource Group, LLC, national country artist, July 17, 2026, \$37,500.00

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

-Entertainment Resource Group, LLC, national rock artist, June 19, 2026, \$35,500.00

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

REVISED SUBRECIPIENT AGREEMENT/FELLOWSHIP MISSIONS-

A revised Subrecipient Agreement between the City and Fellowship Missions was presented for approval. The revision reflects current federal language due to updates. The agreement is for the demolition of the former Jomac Building which is now owned by Fellowship Missions. Motion made by Mr. Clemens to approve the revised agreement, seconded by Ms. Quance, carried by unanimous vote.

ENCROACHMENT AGREEMENT/WARSAW EVANGELICAL PRESBYTERIAN CHURCH (WEPC)-

An encroachment agreement between the City and WEPC was presented for approval. WEPC, 210 S. High Street, wishes to place a sign by their building at the corner of E. Market St. and S. High St. that will encroach into the City's right-of-way. Motion made by Ms. Quance to approve the agreement, seconded by Mr. Clemens, carried by unanimous vote.

CLAIM DOCKETS-

The following claim docket was presented for approval:

Regular Docket-\$4,492,591.27

Motion made by Mr. Clemens to approve the 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.

ATTEST:

Lynne Christiansen, Clerk-Treasurer