

**May 4, 2022**

The Board of Public Works and Safety met in regular session in the Council Chambers on Wednesday May 4, 2022, at 9am.

**Present:** Mayor Dermody and Jessica Romine

**Absent:** Mark Kosior

**Pledge of Allegiance**

Human Resources Director Andrea Smith led the Pledge of Allegiance

**Approval of Minutes**

Each member received an advance copy of the minutes from the April 19, 2022 meeting. Mayor Dermody asked if there were any additions or corrections.

**Motion/Vote – Approval of Minutes**

Ms. Romine moved to approve the minutes as presented; motion seconded by Mayor Dermody and unanimously carried.

**Public Comment**

A Facebook listener Christina Carney asked City Engineer Nick Minich about the timeline for Chessie Trail II. Mr. Minich stated the leading will begin in May and the project will be awarded through the State. The leading process includes taking the bid through INDOT. Mr. Minich shared the Chessie II route.

**Clerk-Treasurer**

**Claims Approval**

Clerk-Treasurer Parthun presented Payroll for April 29, 2022, in the amount of \$456,424.07

**Motion/Vote – Approval of Payroll 4-29-22**

Ms. Romine moved to approve Payroll for April 29 as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$277,249.81

**Motion/Vote – Approval of Civil City Claims**

Ms. Romine moved to approve the Civil City Claims as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$368,529.10

### **Motion/Vote – Approval of Sewage Claims**

Ms. Romine moved to approve the Sewage Claims as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Water Claims in the amount of \$66,941.38.

### **Motion/Vote – Approval of Water Claims**

Ms. Romine moved to approve the Water Claims as presented; motion seconded by Mayor Dermody and unanimously carried.

### **Department Head Reports**

**Human Resources:** Human Resources Director Andrea Smith stated that along with Clerk-Treasurer Parthun we will start to get the ball rolling again on the transition over to Paylocity. We have hired for the HR/Payroll position, and she will be starting in two weeks.

**Fire:** Chief Snyder reported this Wednesday and next Wednesday interviews will happen with twenty applicants to finalize their hiring list for the next two years. Chief Snyder would like to thank everyone who came out to the pancake breakfast on Saturday. It was a huge success.

**Park:** Park Director Mark Schreiber stated Lakefest this year will be held July 29th-31st. Headliners will be Clayton Anderson on Friday night, along with a comedy show by Brent Tarun. Saturday night will be an 80s bash with the Breakfast Club and Hair Bangers Ball performing along with fireworks. The Park Department is still looking to hire seasonal workers for concession stands and seasonal maintenance.

**Water:** Water Director Tim Werner noted crews will be finishing up the spring flushing tonight. The process has gone well. During the process the department found 5 non-working hydrants that were working in the fall. Mr. Werner stated this flushing process is also a good chance to be able to check every hydrant in the city. They are currently doing an emergency repair on one of the wells at the east plant; there was a pump fail. While the pumping equipment is pulled, they will go ahead and do a pump cleaning on the well.

**Sewage:** MS4 Coordinator Lori Larson stated they are currently in the middle of a phosphorus removal project at the plant, and it is going well. Ms. Larson stated they are having a hard time with supply chain issues but despite these issues they are scheduled to wrap up this summer. In addition, the Monroe Manor sewer separation project is underway, although heavy rain has delayed the project slightly. The sewer extension on McClung Road has wrapped up. Ms. Larrison also reported the department has hired someone for day shift in the plant and they will be advertising very soon for an administrative position.

**Engineering:** City Engineer Nick Minich stated the Engineering Department office area is under construction. During construction Engineering and Code Enforcement will be

accessible at the service window at City Hall, where the violations office use to be. Paving has started with the ramps associated with the projects. The 18th Street walk through is tomorrow. Sometime between this meeting and next meeting we will have an addendum to our contract with Lochmueller for the Chessie Trail II project. Lochmueller will be used for construction and inspection temporarily.

**Transport:** Transport Manager Beth West stated they have had over 12,788 riders, year to date. April is this best month we have had post pandemic at Transport. Masks are now optional while riding the bus. Masks are still available on buses for those who wish to wear one.

**Planning:** City Planner David Heinold stated the Active Living Workshop will be held next Wednesday, May 11th from 9 A.M. until 4 P.M. at the Civic Auditorium.

**Code/Street:** Director of Central Services Jeff Batchelor stated the Street Department is out hot patching. They are working on taking down trees and street sweeping. Code enforcement is just a little over 1200 violations for the year. May 15, 2022 from 2 P.M. – 4 P.M. we will partner with the La Porte Athletics and Danny Streiter and do roadside cleanup. Mr. Streiter will generously provide pizza for everyone after the cleanup.

**Police:** Police Chief Paul Brettin stated the departments new recruits will start academy on Monday. We have four more going in August and are still waiting on the State for one that hopefully will be sworn in at the next board meeting. The lateral transfer will start in June.

**Communications:** Communications Director Jess Bruder stated we did get the ok from Think Tank to move forward on a solution for the website on the minutes and agenda issues we have been having. We will be able to use google drive with some extra security from Think Tank. Taco Fest is this Friday from 6 P.M. to 10 P.M.

## **New Business**

### **City of La Porte Road Plan:**

Mayor Dermody presented the City of La Porte Paving Plan. Mayor Dermody stated thanks to City Engineer Nick Minch and the asset management plan we have a great plan to get roads paved. The City is only able to do about 150 basketball courts worth of paving every year. City Engineer Nick Minich explained the Asset Management Program. The method used is approved by the State and is essentially the pacer program which uses a 1-10 scale to rate the condition of the road; it provides a very good understanding of the road. We had been at a 4.6 and the goal is to be in the high 5s and as of last fall we are at a 6.5. Mayor Dermody noted that “Worst First Doesn’t Work”. Mr. Minich stated essentially if you are only fixing the worst streets, we will be spending \$2 million a mile verses \$100,000 per mile to resurface. We are not ignoring the worst streets we are prioritizing funds to be able to then go in and fix the worst streets properly.

**Request for Use: Zumba at Plaza 316**

Mayors Executive Assistant Annette Loeffler presented the Request for Use for Plaza 316. April Kelly would like to use the plaza from May 21st until sometime in September. She will be doing Zumba on Saturday mornings. The plaza won't be closed they are just to be able to use it.

**Motion/Vote – Request for Use- Zumba at Plaza 316**

Ms. Romine moved to approve the Request for Use for Zumba at Plaza 316 as presented; motion seconded by Mayor Dermody and unanimously carried.

**Request for Use: 2nd Saturday Events**

Mayors Executive Assistant Annette Loeffler presented the Request for Use for 2nd Saturday Events. There are six events planned on the 2nd Saturday of June, July, August, September, October, and November. It is sponsored by the Small Business Coalition. They'll be doing a vendor market, networking, and exercise classes at the Plaza.

**Motion/Vote: - Request for Use: 2nd Saturday Events**

Ms. Romine made a motion to approve the Request for Use for 2nd Saturday Events as presented; motion was seconded by Mayor Dermody and unanimously carried.

**Request for Use: Friday Night Live Events**

Mayors Executive Assistant Annette Loeffler presented the Request for Use for Friday Night Live Events. There are several planned this year. This request is for four of the five events May 6th, June 17th, August 19th, and October 21st. The request is to use Monroe Street from Lincolnway to State Street from noon until midnight on those days.

**Motion/Vote – Request for Use: Friday Night Live Events**

Ms. Romine made a motion to approve the Request for Use for Friday Night Live events as presented; motion seconded by Mayor Dermody and unanimously carried.

Ms. Romine noted the need to inform all surrounding business owners prior to the events

**Nick Otis - Purchase Agreement with Indiana Portfolio 1:**

City Attorney Nick Otis presented the purchase agreement with Indiana Portfolio 1. It is for a vacant parcel where the company owns all the adjacent land. They have also asked for a street closure in the area which has gone before traffic commission, along with the Fire and Police Chief. Fire Chief Snyder said there has been several calls out in the area. In October of 2021 there was a small structure fire in the area. The land has been vacant for 30 years and several structures in the area will be coming down.

**Motion/Vote – Purchase Agreement with Indiana Portfolio 1:**

Ms. Romine made a motion to approve the Purchase Agreement with Indiana Portfolio 1 as presented; motion was seconded by Mayor Dermody and unanimously approved.

City Attorney Nick Otis stated that a notice of publication has been done at least ten days prior. Laura Riffle via Facebook asked where this property is located. Mr. Otis stated the property north of Washington Street, East of Clay Street with the Eastern Border being Detroit Street. Indiana Portfolio 1 owns a good majority of the property in the area.

**Andrea Smith – Job Description Update – HR Part-Time Adm. Assistant**

Human Resources Director Andrea Smith stated that a part time HR Administrative Assistant was added to the Salary Ordinance in which case we needed to add a job description to match.

**Motion/Vote – Job Description Update – HR Part Time Administrative Assistant**

Ms. Romine made a motion to approve the job description update as presented; motion was seconded by Mayor Dermody and unanimously carried.

**Andrea Smith – Insurance and Other Retiree Benefits**

Human Resources Director Andrea Smith stated that as of January 2022 our retirees had been dropped from WellPorte and our prescription plan at Phil's Pharmacy. It is unclear why they were dropped but she would like to ask the board for approval to get them back on the plan. They have always had access and they pay for it. Earl Cunningham from General Insurance stated there are cost savings in adding retirees back on to this plan for preventative checks and medicine.

**Motion/Vote – Insurance and Other Retiree Benefits**

Ms. Romine made a motion to approve adding the retirees back onto the WellPorte and prescription plan; motion was seconded by Mayor Dermody and unanimously carried.

**Andy Snyder/Paul Brettin – Mutual Aid Agreement with Franciscan Beacon Hospital**

City Attorney Nick Otis stated that Fire and Police could present the agreement together and can also be voted as such. Chief Snyder stated that we have done this with La Porte Hospital for years. Now that Beacon is a hospital in La Porte an agreement also needed to be made with them. The agreement states Police and Fire will respond to their facility in an emergency, if needed, and that resources may be shared both ways. This is something that is already understood by state statute, we are just now putting it into writing. Chief Brettin stated if it is a police matter, police will take over the scene and the staff at the hospital will be there to support them.

**Motion/Vote – Mutual Aid Agreement with Franciscan Beacon Hospital**

Ms. Romine made a motion to approve the Mutual Aid Agreement with Franciscan Beacon Hospital as presented; motion was seconded by Mayor Dermody and unanimously approved.

**MaryAnn Richards: Quote Opening – Demolition**

CDBG MaryAnn Richards stated at last Board of Works meeting permission was given to solicit quotes for demolition of 708 Kingsporte Lane. Thirteen contractors were sent quote

packets electronically and we have only received one back from Pavey. The quote for Demolition of 708 Kingsporte Lane from Pavey Excavating is in the amount of \$14, 500. Pavey Excavating stated in the quote that work can begin June 1st and be finished by October 1st. Mayor Dermody stated he has an issue with the timeline. He would like to see the property come down as soon as possible. The area has a problem with squatters and code enforcement is being called out there constantly. He would like to see the work begin on June 1st and be down before summer begins. City Engineer Nick Minich stated he believes we can talk to Mike Pavey, and he will most likely work within our timeline. Ms. Richards states she seriously doubts the demolition will take that long. Water Department Director Tim Werner stated utilities have already been disconnected for both water and wastewater. Mayor Dermody noted before demolition begins the house needs to be checked for squatters.

**Motion/Vote – Award 708 Kingsporte Lane Demolition**

Ms. Romine made a motion to approve the quote from Pavey; motion was seconded by Mayor Dermody and unanimously carried.

**Lori Larson – Pay App #1 H&G Underground McClung Road Sewer**

MS4 Coordinator Lori Larson presented Pay App #1 H&G Underground to the Board of Public Works. The work done was \$15,600 under contract.

**Motion/Vote – Pay App #1 H&G Underground**

Ms. Romine made a motion to approve Pay App #1 to H&G Underground as presented; motion was seconded by Mayor Dermody and unanimously approved.

**Lori Larson – Pay App #6 HRP Construction – Monroe Manner**

MS4 Coordinator Lori Larson presented Pay App #6 HRP Construction to the Board of Public Works.

**Motion/Vote – Pay App #6 HRP Construction**

Ms. Romine made a motion to approve Pay App #6 HRP Construction as presented; motion was seconded by Mayor Dermody and unanimously approved.

**Quote Opening – Wastewater Treatment Plant Roofs**

MS4 Coordinator Lori Larson stated the Clerk Treasurers Office received two quotes for the Wastewater Treatment Plants Roofing Projects. The first quote was from AA Rain Tite Harvey Adams in the amount of \$108,848. The second quote is from Korelis Roofing in the amount for \$130,187.

**Motion/Vote – Wastewater Treatment Plant Roofs**

Ms. Romine made a motion to accept the bid from AA Rain Tite Harvey Adams pending Engineering and Legal Review; motion seconded by Mayor Dermody and unanimously approved.

**Other Business:**

City Engineer Nick Minich introduced Michael Williams who is job shadowing in the Engineering Department. Mr. Williams spoke to the Council and stated he is very excited to be here today. He is in 8th grade.

Mayor Dermody thanked all the candidates, Republican and Democrat, who put their name on the election ballot yesterday.

**Adjourn:**

Ms. Romine made a motion to adjourn; motion seconded by Mayor Dermody and unanimously carried.

**Approve:**

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**Thomas P Dermody, Mayor**

**Attest:** \_\_\_\_\_

**Courtney Parthun, Clerk-Treasurer**

**Approved: May 17, 2022**