

March 7, 2023

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, March 7, 2023, at 9:00 A.M.

Present: Mayor Dermody, Jessica Romine, Mark Kosior

Absent:

Pledge of Allegiance

Jess Bruder led the Pledge of Allegiance

Approval of Minutes

Each member received an advance copy of the minutes. 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 Mark Kosior and unanimously carried.

Public Comment

None

Claims Approval

Clerk-Treasurer Parthun presented Payroll from March 3, 2023 in the amount of \$455,325.41

Motion/Vote – Approval of March 3, 2023 Payroll

Mr. Kosior moved to approve the March 3, 2023 Payroll as presented; motion seconded by Ms. Romine and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$441,571.50.

Motion/Vote – Approval of Civil City Claims

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

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$390,756.95.

Motion/Vote – Approval of Sewage Claims

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

Clerk-Treasurer Parthun presented Water Claims in the amount of \$187,335.83.

Motion/Vote – Approval of Water Claims

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

Department Head Reports

Human Resources: Human Resources Director Andrea Smith reported Mark Schreiber will be before the Board later with a job description for a Sports Coordinator. Ms. Smith stated she did review this job description and only made minor changes as it was done very well. Ms. Smith reported herself and Clerk-Treasurer Parthun have finished the review with Waggoner, Irwin, and Scheele of the Policy Handbook. They will provide a clean copy that will go to City Attorney Nick Otis and will then be presented to the Board upon Attorney Otis's approval. Ms. Smith stated the next step with Waggoner, Irwin and Scheele will be to start the Salary Study. They have received all the information to get this started and it will be a long process with the hopes of it being done before budgets end.

City Planning: City Planner Craig Phillips reported he is currently working on the 39 N Annexation and all the paperwork and public notices associated with this process. In addition, Mr. Phillips reported that work continues with the Downtown Streetscape Project and the pattern book for the future design of streetscaping in the downtown area. Work also continues on the Trails, Greenways, and Blueways Master Plan and the third phase of the Chessie Trail Project. Mr. Phillips also reported they are working toward getting the Beechwood Lakes property out for bid.

Park: Park Director Mark Schreiber reported adult softball teams need to have their rosters and payments in by Friday. There are still openings for the youth baseball and youth softball, although there is now a late fee to sign up. Mr. Schreiber also reported their clinics will be going on Saturday March 11 and Saturday March 18 at the field house. Rally days for the older kids will be on March 25 at the Civic Auditorium. Mr. Schreiber reminded everyone that the Civic has a Van Halen Tribute Band, Jump, Friday and balcony tickets are still available. Mr. Schreiber encouraged everyone to check out laportecivicauditorium.com to get up to date information on all the upcoming events.

Communications: Communications Director Jess Bruder reported they are doing a ticket give away for the Jump concert this Friday; the giveaway ends tomorrow at noon. Ms. Bruder reminded the public that if they are chosen as the winner of any contest, they will be contacted directly by message, and we will never add a link to the comments to be clicked on. Ms. Bruder also reported the Farmer's Market will be starting up soon and vendor applications should be up by the end of the week.

TransPorte: TransPorte Director Beth West reported they are at 8,000 riders to date. The average number of weekday riders is 180-200 per day. Ms. West stated herself and Frank Moryl had a phone conference with Ferrelgas, the new propane provider, they are hoping to install the new tank the last week of March. Ms. West stated they are currently down a driver due to a work injury and a part-time driver has been hired. Ms. West stated she will be

working with Jess Bruder to figure out a way to show appreciation and celebrate their 50th Anniversary with the City.

Fire: Chief Snyder reported PERF gave approval to hire Spencer Leta, which is the final recruit. All four new recruits will be attending the academy starting next Monday.

Police: Assistant Chief Degnegaard reported Officer Ryan Helmecy started yesterday. He comes from another smaller agency in another county. Assistant Chief Degnegaard also reported there are two more recruits they are currently looking at that would bring the department to full staff.

Street/Code: Director of Street/Code Jeff Batchelor reported they are cutting trees down on Indiana; there are three that are coming down. Mr. Batchelor stated they are currently working on filling potholes throughout the city in addition to grinding stumps, trying to get caught up. Mr. Batchelor reported Code Enforcement is currently at 650 violations for the year. Mayor Dermody questioned Mr. Batchelor about the dumpsters. Mr. Batchelor stated weather permitting, the dumpster at the Street Department will be available Monday through Friday from 7 A.M. to 3:30 P.M.

Engineering: City Engineer Nick Minch reported there was a pre-construction kickoff meeting for Chessie Trail with Reith-Riley and Lochmueller, the contracted construction engineer. Reith-Riley will begin work within the next few weeks. Once their schedule is finalized, Reith-Riley will be putting together a letter and making sure residents have a schedule and contact information. Mr. Minch reported he has a pre-construction meeting tomorrow with INDOT to discuss the resurfacing of US-35, Pine Lake. INDOT should keep the community updated with what is going on with this project. Mayor Dermody asked Mr. Minich to reiterate that there is absolutely no eminent domain involved in the Chess Trail project. Mr. Minich stated that is correct; two temporary parcels and two permanent parcels were acquired approximately one year ago, and no eminent domain was used. Mr. Minich stated Chessie Trail is entirely within the public right-of-way with the exception of the acquired parcels.

Wastewater: Wastewater Director Jerry Jackson reported on their Phosphorus Project. Mr. Jackson stated they started feeding PAC, poly-aluminium-chloride, on Friday February 24, 2023. Mr. Jackson stated their limitations start in March; the limit average is 1.0 and they have been running about 1.1-1.3, a little above the limitation. Mr. Jackson stated he did request an extension until May from IDEM and has not received a response.

Water: Water Superintendent Tim Werner reported crews have been getting prepared for the construction season to begin after a busy main break season. Mr. Werner stated this construction season their focus will be on valve replacements and not dead-end tie-ins because pipe is difficult to get as it is currently 30-50 weeks out. Mr. Werner stated they will be working with City Engineer Nick Minich to replace valves first on streets that are being resurfaced and then focus on other areas that require attention. Mr. Werner announced Spring flushing will begin the night of April 9, 2023. It will last approximately three to four

weeks, longer than the fall flushing because they will be getting fire flows from every hydrant for the Fire Department. City Attorney Nick Otis questioned Mr. Werner why the flushing is necessary. Mr. Werner stated the flushing helps remove dissolved solids from the mains suspended solids and it also allows the water department to ensure the hydrants are properly functioning, lubed correctly, and draining properly.

New Business:

Ticket Appeal: #69142

Executive Assistant Annette Loeffler presented Ticket Appeal #69142. Ms. Loeffler stated the individual appealing the ticket wrote their car would not start so they were unable to move it. The car was immediately repaired, a new battery and alternator were installed, and receipts for these items were included in the appeal.

Motion/Vote – Approve Void Ticket #69142

Ms. Romine made a motion to approve Void Ticket #69142 as presented; motion was seconded by Mr. Kosior and unanimously carried.

Request for Use: Vendor Craft Fair

Executive Assistant Annette Loeffler presented Request for Use: Vendor Craft Fair. This request is to use Plaza 618. The request is not to close the plaza but to host a public event, vendor craft fair. Insurance liability was provided for this event.

Motion/Vote – Approve Request for Use: Vendor Craft Fair

Mr. Kosior made a motion to approve Request for Use: Vendor Craft Fair as presented; motion was seconded by Ms. Romine and unanimously carried.

Permission to Sign Request for Flyover

Executive Assistant Annette Loeffler presented Permission to Sign Request for Flyover. This is request is for permission to allow Mayor Dermody to sign the request to allow for a Military flyover for the Fourth of July Parade.

Motion/Vote – Approve Permission to Sign Request for Flyover

Ms. Romine made a motion to approve Permission to Sign Request for Flyover as presented; motion seconded by Mr. Kosior and unanimously carried.

Certs and Assurances 2023

TransPorte Director Beth West presented Certs and Assurances 2023. These are the annual contracts from NIRPC that need to be signed. Ms. West stated to her knowledge, nothing has changed in these contracts since the last time they were signed. These are required to show that we will be compliant, and the city will help supplement any additional costs that the FDA grants cannot cover.

Motion/Vote – Approval Certs and Assurances 2023

Mr. Kosior made a motion to approve Certs and Assurances 2023 as presented; motion was seconded by Ms. Romine and unanimously carried.

Dump Truck Bed Quotes

Street/Code Director Jeff Batchelor presented Dump Truck Bed Quotes. Mr. Batchelor stated this was already approved in their budget and three quotes were received for two dump truck beds. The first quote is from WA Jones in the amount \$23,640 for each bed. The second quote is from Hoosier Equipment in the amount of \$32,410 for each bed plus an additional \$5,300. The third and final quote is from Lindco in the amount of \$26,356 for each bed. Mr. Batchelor stated he recommends approving the quote from WA Jones. They have gotten a bed from them previously and they have done an excellent job.

Motion/Vote – Approve Dump Truck Bed Quote from WA Jones

Ms. Romine moved to approve dump truck bed quote from WA Jones; motion was seconded by Mr. Kosior and unanimously carried.

Job Description – Sports Coordinator

Director of Parks and Rec Mark Schreiber presented Job Description – Sports Coordinator. Mr. Schreiber stated past practice has been to hire supervisors for each individual youth and adult sport. Mr. Schreiber stated there has not been a lot of interest in filling these roles and believes one individual to supervise all these activities is the best course of action. This position is within the part-time budget.

Motion/Vote – Approve Job Description – Sports Coordinator

Mr. Kosior moved to approve Job Description – Sports Coordinator as presented; motion seconded by Ms. Romine and unanimously carried.

Approval of MOU and 1st Source Bank

CDBG Director Mary Ann Richards presented Approval of MOU and 1st Source Bank. 1st Source is with the Federal Home Loan Bank out of Indianapolis. This is a memorandum of understanding with 1st Source Bank. Ms. Richards stated this is a new grant program and an opportunity to generate grant dollars to help supplement the Homeowner Repair Program. Ms. Richards stated she anticipates using a Neighborhood Improvement Grant Program grant of up to \$10,000 on one house and another one on an accessibility rehab for another home. Ms. Richards stated there are already CDBG funds tied into these projects, but this is a way to receive additional funds as the handicap accessible renovation can be very costly. Mr. Kosior questioned how this is advertised to the community. Ms. Richards stated is advertised via Facebook, news media, and the newsletter sent with water bills.

Motion/Vote – Approve MOU and 1st Source Bank

Ms. Romine made a motion to approve MOU and 1st Source Bank as presented; motion was seconded by Mr. Kosior and unanimously carried.

Approval of 2022 CDBG Grant Agreements with Catholic Charities, Dunebrook, Swanson Center and Youth Services Bureau

CDBG Director Mary Ann Richards presented Grant Agreements with Catholic Charities, Dunebrook, Swanson Center and Youth Services. Ms. Richards stated all grants are presented in the same format and they are all doing the same thing. Ms. Richards stated Catholic Charities will receive \$10,000, Dunebrook will receive \$20,000, Swanson center will receive \$33,000, and Youth Services Bureau will receive \$4,500. Ms. Richards recommended Police, Fire, and Code Enforcement to meet with the case managers at the Swanson Center to become knowledgeable of the resources available and who to contact when they encounter a homeless individual. Mayor Dermody requested Ms. Richards to arrange follow-up from the different groups to provide an update on how these funds are helping and being utilized. Ms. Richards recommended a workshop between Police, Fire, and Code Enforcement to become educated about these programs.

Motion/Vote – Approve 2022 CDBG Grant Agreements with Catholic Charities, Dunebrook, Swanson Center and Youth Services Bureau

Mr. Kosior moved to approve 2022 CDBG Grant Agreements as presented; motion seconded by Ms. Romine and unanimously carried.

Approval of Contract for NewPorte Landing Maintenance

City Planner Craig Phillips presented Approval of Contract for NewPorte Landing Maintenance. Mr. Phillips stated the City of La Porte has worked with Lakeshore Seasonal services for several years for the maintenance of NewPorte Landing. This includes Spring cleanup, application of pre-emergent herbicides, the necessary Spring cleanup for the readying the beds for planting, mulching, ongoing mowing and trimming on a weekly basis, fall cleanup and other services as needed. Water Superintendent Tim Werner questioned if this company would be addressing the issues with the irrigation system. Mr. Phillips stated the irrigation is on-call services above this particular contract. Mr. Phillips stated the irrigation issues will be addressed and fixed before it is able to be turned on this year. Mr. Phillips states this is within the Community Development and Planning budget.

Motion/Vote – Approve Contract for NewPorte Landing Maintenance

Ms. Romine moved to approve Contract for NewPorte Landing Maintenance as presented; motion seconded by Mr. Kosior and unanimously carried.

Bid Recommendation for Truesdell/Clear Lake Loop Project

City Engineer Nick Minich presented Bid Recommendation for Truesdell/Clear Lake Loop Project. Mr. Minich stated Reith-Riley construction was the only bid received and their bid was approximately 10% over the engineer estimate but after reviewing what they submitted it makes sense. Mr. Minich stated he is requesting a partial award not to exceed five million dollars as they continue to evaluate alternatives to ensure they are getting the project that is wanted but potentially at a better price than what was bid. Mr. Minich noted there is a May 19 completion date for all road work between Hoelocker Dr and McClung Road and this is

why he is requesting a partial award. Ms. Romine questioned when the work would start. Mr. Minich stated they will begin within the next week or two, as soon as the paperwork is signed.

Motion/Vote – Approve Bid Recommendation for Truesdell/Clear Lake Loop Project

Ms. Romine made a motion to approve Bid Recommendation for Truesdell/Clear Lake Loop Project as presented; motion seconded by Mr. Kosior and unanimously carried.

NIES Construction Inspection Contract – Letters & Numbers Project

City Engineer Nick Minich presented NIES Construction Inspection Contract – Letters & Numbers Project. This is the remainder of the contract for this project, this is specifically for contracts 2A and 2B. Mr. Minich stated contracts 2A and 2B were awarded at \$5,398,259 and they are requesting a not to exceed fee of \$384,120 for construction engineering services. That is approximately 7% of the contract, which is good percentage. Mr. Minich stated he is very comfortable with this number, and they have the staff and resources to complete the work.

Motion/Vote – Approve NIES Construction Inspection Contract – Letters & Numbers Project

Mr. Kosior made a motion to approve NIES Construction Inspection Contract – Letters & Numbers Project as presented; motion seconded by Mayor Dermody and passed 2-0. Member Romine abstained from the vote.

NIES Design Contract Addendum – Letters & Numbers Project

City Engineer Nick Minich presented NIES Design Contract Addendum – Letters & Numbers Project. Mr. Minich stated this is for the design aspect of the project for items that were not included in the original scope, but Mr. Minich would like to make sure they were included in the project. Mr. Minich stated this is associated with the opportunity that they had to partner with the school corporation to obtain additional easements and property and the additional fees associated with the design for Fieldstone Drive. This makes up approximately two thirds of this and the remainder is work that needs to be completed in order to finalize everything.

Motion/Vote – Approve NIES Design Contract Addendum – Letters & Numbers Project

Mr. Kosior made a motion to approve NIES Design Contract Addendum – Letters & Numbers project as presented; motion seconded by Mayor Dermody and passed 2-0. Member Romine abstained from the vote.

Unfinished Business

None

Other Business

Mayor Dermody stated that he does not hold City Attorney's responsible for things as they are directed to do things and do not just do things on their own. Mayor Dermody expressed his disappointment in the president of the 39 N Conservancy who chose to attack one of our own through their attorney. Mayor Dermody stated he is the one leading the charge on 39 N and if you want to attack someone, attack him. Mayor Dermody read some information from

the Conservancy meetings. Mr. Werner stated the contract expired in 2018 and 39 N was aware of why the contract was not being renewed after 20 years of service. The next regularly scheduled meeting is Tuesday March 21, 2023 at 9 A.M.

Adjourn

There being no further business, Mr. Kosior moved to adjourn; motion seconded by Ms. Romine and unanimously carried.

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: March 21, 2023