

March 21, 2023

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, March 21, 2023, at 9:00 A.M.

Present: Mayor Dermody, Jessica Romine

Absent: Mark Kosior

Pledge of Allegiance

Victor Splix 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 Mayor Dermody and unanimously carried.

Swearing In New Police Officer: Dylan Barden

Chief Brettin swore in new Police Office's Dylan Barden and Ryan Dziewicki. Both Officer Barden and Officer Dziewicki spoke a little about themselves.

Public Comment

Claims Approval

Deputy Clerk-Treasurer Knoll presented Civil City Claims in the amount of \$1,271,806.26.

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.

Deputy Clerk-Treasurer Knoll presented Water Claims in the amount of \$281,982.19.

Motion/Vote – Approval of Water Claims

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

Deputy Clerk-Treasurer Knoll presented Sewage Claims in the amount of \$311,958.18.

Motion/Vote – Approval of Sewage Claims

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

Deputy Clerk-Treasurer Knoll presented Payroll from March 17, 2023 in the amount of \$467,211.80.

Motion/Vote – Approval of March 17, 2023 Payroll

Ms. Romine moved to approve the March 17, 2023 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Department Head Reports

TransPorte: TransPorte Director Beth West reported the new driver is trained and the injured driver is back to work. Ms. West also reported their propane switchover has been pushed back to April 4, 2023, due to more time needed to get equipment. Ms. West stated as of yesterday they have hit 10,000 riders.

Fire: Chief Snyder reported within the past two weeks the traffic preemption was installed on the Boston Street crossing and the Scott and Heinz Street crossing. The only missing piece now is to have them installed on the vehicles. Chief Snyder stated those are scheduled to be installed on the three vehicles the first of April.

Police: Chief Brettin reported everything has been approved through INDOT for the flock cameras and they should be up and operational within the next four to six weeks.

Street/Code: Director of Central Services Jeff Batchelor reported they are working on potholes and trees with the street department. Mr. Batchelor also reported the Code department has 750 violations for the year.

Engineering: City Engineer Nick Minich reported April 3, 2023 is when trash collection will begin collecting only in the provided bins. Mr. Minich stated they are also working on smaller bins for those that have requested them. In addition, Mr. Minich reported Chessie Trail II is moving right along. Mr. Minich stated there is a construction inspector, Nick Smith, from Lochmueller, on site and available at 574-334-5465. Mayor Dermody reminded everyone that there is no eminent domain involved with this project. Mr. Minich confirmed this.

Wastewater: Wastewater Director Jerry Jackson reported they have had pre-construction meetings with HRP and D&M for the Letters and Number Project. D&M will start in approximately one month and HRP will begin their portion in June. Mr. Jackson stated they encourage anyone that has had any sewer backup to apply for the basement backup grants.

Water: Water Superintendent Tim Werner reported the scheduled spring flushing will be pushed back one week due to schedule conflicts and will begin on April 16 and will still take three to four weeks to complete. Mr. Werner reported the department will start today on moving some hydrants along the Chessie Trail, around the Bethany Lutheran area. Mr. Werner stated they were also part of the pre-construction meeting for the Letters and Numbers Project. HRP will be installing the new water main from 10th to 18th. No house will go without water during this process. Mayor Dermody expressed his concern about misinformation being

spread to the community regarding the 39 N annexation and the city needing two water towers, which is false. Mr. Werner stated there would be a storage tank for water, not an additional water tower, that would allow more pumping time during a fire flow situation so there would be no strain on the city's water system.

City Planner: City Planner Craig Phillips reported they are preparing to send out notices to the property owners of 39 N to inform them of the upcoming public information meetings. Mr. Phillips stated they are beginning the work on the fiscal plan required to go with the 39 N annexation.

Human Resources: Human Resources Director Andrea Smith reported she will be distributing the salary study and job descriptions to the department heads. Ms. Smith stated the anticipated completion for this study is approximately six months.

Park: Mayor Dermody stated Park Director Mark Schreiber was unable to be present but wanted to remind everyone that Beechwood Golf Course is now open, and the adult basketball league comes to a successful close this coming Sunday.

New Business:

Request for Use: Annual La Porte Triathlon

Executive Assistant Annette Loeffler presented Request for Use: Annual La Porte Triathlon. Ms. Loeffler stated this is currently being organized by USA Triathlon of Colorado. The local contact is Nick Konwerski. Ms. Loeffler stated this is the same request as in years past. Ms. Loeffler stated the insurance papers state the County and not the City and she will contact them to get it corrected.

Motion/Vote – Approve Request for Use: Annual La Porte Triathlon

Ms. Romine made a motion to approve Request for Use: Annual La Porte Triathlon as presented; motion seconded by Mayor Dermody and unanimously carried.

Waste Contract

City Attorney Nick Otis stated the Waste contract has not necessarily been finalized yet. Attorney Otis stated he essentially took the bid and turned it into a contract and there are two options to move forward: wait until the first meeting in April to approve or approve pending legal review and give Mayor Dermody authorization to sign it. Attorney Otis stated he is waiting for approval from Waste Management to state the terms in the bid work for them in the contract. Attorney Otis stated an Ordinance will go before the City Council to amend the current trash rates and update them. Attorney Otis stated ultimately how the cost is distributed for the duration of the contract is up to the City Council. Attorney Otis also stated a notice will be going out to RTS to ask them to pick up their trash cans and if they fail to do so the city will treat them as donated property. Mayor Dermody stated Waste Management is looking into adjusting the 96 gallons to smaller cans for the citizens of the community that cannot manage the larger cans. Ms. Loeffler reiterated that garbage will not

be picked up if it is not inside one of the provided trash bins and additional trash bins, not provided by Waste Management, will not be picked up.

Motion/Vote – Approve Waste Contract

Mayor Dermody made a motion to approve Mayor Dermody to sign Waste Contract pending legal review as presented; motion was seconded by Ms. Romine and unanimously carried.

Farmers Market Contract

Mayor Dermody stated they will be holding off on the Farmer’s Market Contract and may hold a special meeting for this. Mayor Dermody stated they are trying to aggressively move forward with a great farmers market.

PD Vehicle Leases

Chief Brettin presented three PD Vehicle Leases. These are for the replacement vehicles that are turned in after two years of use. Chief Brettin requested approval of these three leases and approval for Clerk-Treasurer Parthun to sign the leases for the vehicles as they are received.

Motion/Vote – Approve PD Vehicle Leases

Ms. Romine moved to approve the three PD Vehicles lease presented and permission for Clerk Treasurer Parthun to sign leases as they are received; motion was seconded by and unanimously carried.

Permission to Close for Employee Training

TransPorte Director Beth West presented Permission to Close for Employee Training. Ms. West stated this is a public assistance technique training. This training is provided by a certified trainer through INDOT to teach the drivers how to properly strap down wheelchairs in the back of the buses. The training will be Tuesday June 27, 2023. Ms. West stated this training is an all-day training and all drivers would be training. The dispatchers will still be working and scheduling rides for the following days.

Motion/Vote – Approve Permission to Close for Employee Training

Ms. Romine moved to approve Permission to Close for Employee Training as presented; motion was seconded by Mayor Dermody and unanimously carried.

Update of Construction Standards

Water Superintendent Tim Werner presented Update of Construction Standards. Mr. Werner stated the City of La Porte has the third oldest water system in the State of Indiana and the standards for pipe sizes that were met at the time of original construction are no longer efficient. Mr. Werner provided an example stating Indiana Ave currently has a six-inch main and a 12-inch main would be preferred. If the standard is raised to eight inches, the city would only be responsible for paying the difference and the state would cover the rest. Mr. Werner expressed the importance of larger mains, especially during high flow situations, for a better flow and water. Mr. Werner stated as a City we should not allow for anything smaller than an

eight-inch main throughout the City. City Engineer Nick Minich stated the Board of Public Works has the ability to update Public Works Construction Standards from time to time and it has not been done since 2004. Mr. Minich stated this would go into section 6.10 and would state minimum pipe size.

Motion/Vote – Approve Update of Construction Standards

Ms. Romine made a motion to approve Update of Construction Standards as presented; motion was seconded by Mayor Dermody and unanimously carried.

Approval to Request Guaranteed Savings for Pipe

Water Superintendent Tim Werner presented Professional Service Agreement with Peerless. Mr. Werner stated this is for the Soldier's Memorial well field. Mr. Werner stated what they are asking for is to be able to request qualifications for a guaranteed savings contract for this project. Howard Jones with Nies Engineering stated this project will put wells in place to serve the Lake Street Water Treatment Plant. Mr. Jones stated this project is important because the wells that are in place have become less capable and realistically has more high service pump capacity than raw water capacity. Mr. Jones stated that projects that they have typically done in the past, an engineer would design the job and produce plans and specifications and then the job is bid and awarded to the low bid which is not always necessarily the best. Mr. Jones stated through the guaranteed savings contract you are still provided the plans and specifications that you want but the contractor that comes on board is selected through their professional qualifications through a selection committee and you pick the group that you believe is going to do the best job for the city. Mr. Jones stated there is more flexibility through this process. Through this process they are required to have an open book process, so the cost and profit are available to be seen. Mr. Werner stated this is also different than a traditional bidding process because if the project comes in under budget, the remaining dollars are returned to City. Mr. Minich stated they would receive proposals that would then be scored and once a decision is made an agreement would be brought before the Board of Works.

Motion/Vote – Approve Request Guaranteed Savings for Pipe

Ms. Romine moved to approve Request Guaranteed Savings for Pipe as presented; motion seconded by Mayor Dermody and unanimously carried.

McClung Road Sanitary Sewer Engineering

Wastewater Director Jerry Jackson presented McClung Road Sanitary Sewer Engineering. Mr. Jackson Stated this is a proposal from JPR to design sewer on McClung Road from East Shore Parkway to Kabelin. This is the last section that has not yet been sewered on McClung. Mr. Jackson stated JPR has done a lot of this type of work previously. Mr. Jackson is requesting approval for the Engineering design.

Motion/Vote – Approve McClung Road Sanitary Sewer Engineering

Ms. Romine moved to approve McClung Road Sanitary Sewer Engineering as presented; motion seconded by Mayor Dermody and unanimously carried.

Hauled Wastewater Discharge Permit: Commercial Sewer Cleaning

Wastewater Director Jerry Jackson presented Hauled Wastewater Discharge Permit: Commercial Sewer Cleaning Company. Mr. Jackson stated this company is out of Indianapolis but work in this area. They would be a new customer. Mr. Jackson stated Matt looked into the company and they have insurance and everything they need and recommends approval.

Motion/Vote - Approve Hauled Wastewater Discharge Permit: Commercial Sewer Cleaning

Ms. Romine made a motion to approve Hauled Wastewater Discharge Permit: Commercial Sewer Cleaning as presented; motion seconded by Mayor Dermody and unanimously carried.

Phosphorus Pay Request #11

Wastewater Director Jerry Jackson presented Phosphorus Pay Request #11 in the amount of \$89,077. This brings the project to 85% completion. Ms. Romine questioned if we are going to be in compliance by the end of the month. Mr. Jackson stated he does not believe the average will be in compliance, but it will be very close. Mr. Jackson stated he has been working with IDEM on what to do to get into compliance and does not believe there will be any negative consequences from IDEM at this time as they are actively working to get into compliance.

Motion/Vote - Approve Phosphorus Pay Request #11

Ms. Romine made a motion to approve Phosphorus Pay Request #11 as presented; motion seconded by Mayor Dermody and unanimously carried.

Approval of Landscaping Contract for the Beechwood Lakes Property

City Planner Craig Phillips presented Landscaping Contract for the Beechwood Lakes Property. Mr. Phillips stated they reached out to several companies for quotes. Mr. Phillips stated these contracts are for mainly mowing but do include the cost for additional on-call services. The four quotes received were from: Baker Fence, KNK Outdoor Services, Mofield Property Services, and Lakeshore Seasonal services. Mr. Phillips stated the lowest bid came from Baker Fence but he does not recommend them as they have had issues with working with them in the past. Mr. Phillips recommended going with the next lowest bid, KNK Outdoor Services at \$750 per mow, \$95 per hour for basic spring cleanup and other work as needed at \$95 per hour.

Motion/Vote - Approve Landscaping Contract for Beechwood Lakes Property

Ms. Romine made a motion to approve Landscaping Contract for Beechwood Lakes Property as presented; motion seconded by Mayor Dermody and unanimously carried.

Pay Application #4 2020 Street Paving Program

City Engineer Nick Minich presented Pay Application #4 2020 Street Paving Program in the amount of \$359,931.22. Mr. Minich stated he had been holding these invoices because he has been waiting for punch list items to be completed. Mr. Minich stated he is requesting retainage to go down to 2 percent which covers everything that is left for them to do.

Motion/Vote - Approve Pay Application #4 2020 Street Paving Program

Ms. Romine made a motion to approve Pay Application #4 2020 Street Paving Program as presented; motion seconded by Mayor Dermody and unanimously carried.

Lochmueller Contract for Construction Inspection

City Engineer Nick Minich presented Lochmueller Contract for Construction in the amount of \$150,000. Mr. Minich stated this should cover at least the first half of this project. Mr. Minich stated part of the reason this road has not been reconstructed yet is because it is part of a much larger project.

Motion/Vote - Approve Lochmueller Contract for Construction Inspection

Ms. Romine made a motion to approve Lochmueller Contract for Construction Inspection as presented; motion seconded by Mayor Dermody and unanimously carried.

Street Sweeping Disposal Quote

City Engineer Nick Minich presented a street sweeping disposal quote from Borden Waste Away. Mr. Minich stated the quote is for a 20 or 30 cubic yard dumpster, that cannot exceed 15 tons per DOT regulations, in the amount of \$1,034.23 per load. Mr. Minich stated they will provide these dumpsters at a frequency necessary to keep up with street sweepings. Mr. Minich stated the street sweepers will be able to dump directly into the dumpsters, eliminating the current process of double handling the material, ultimately increasing the efficiency of our Street Department.

Mayor Dermody requested to amend the approve to state pending legal approval.

Motion/Vote- Approve Street Sweeping Disposal Quote

Ms. Romine made a motion to approve Street Sweeping Disposal Quote as presented pending legal approval; motion seconded by Mayor Dermody and unanimously carried.

Unfinished Business

Adjourn

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

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: March 22, 2022