

**June 6, 2023**

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, June 6, 2023, at 9:00 A.M.

**Present:** Mark Kosior, Mayor Dermody, Jessica Romine

**Absent:** None

Thaddeus Cutler 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 made a motion to approve the minutes as presented; motion seconded by Mr. Kosior and unanimously carried.

**Public Comment**

None

**Claims Approval**

Clerk-Treasurer Parthun presented Payroll from May 26, 2023 in the amount of \$491,453.89.

**Motion/Vote – Approval of May 26, 2023 Payroll**

Ms. Romine made a motion to approve the May 26, 2023 Payroll as presented; motion seconded by Mr. Kosior and unanimously carried.

Clerk-Treasurer Parthun presented Spring Fire Fitness Payroll for 34 Firefighters in the amount of \$14,507.44.

**Motion/Vote – Approval of Spring Fire Fitness Payroll**

Mr. Kosior made a motion to approve Spring Fire Fitness Payroll as presented; motion seconded by Ms. Romine and unanimously carried.

Clerk-Treasurer Parthun presented Spring Police Fitness Payroll for 18 Officers in the amount of \$8,674.

**Motion/Vote – Approval of Spring Police Fitness Payroll**

Mr. Kosior made a motion to approve Spring Police Fitness Payroll as presented; motion seconded by Ms. Romine and unanimously carried.

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$356,266.44.

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

Mr. Kosior made a motion 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 \$230,234.23.

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

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

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$884,483.53.

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

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

**New Business:**

**Request for Use: Birthday Party**

Executive Assistant Annette Loeffler presented Request for Use: Birthday Party. Ms. Loeffler stated this request is from a resident that wants to close the street in front of their house for a birthday party as they are expecting a large number of guests. The street is between Hillcrest and Ferrand. Ms. Loeffler stated this will close three driveways, but all residents are aware and involved in the birthday party. Ms. Loeffler presented their certificate of insurance. Mayor Dermody asked if there were any concerns from either Police or Fire. Chief Snyder stated he had no concerns and Chief Brettin asked if the neighbors were okay with it. Ms. Loeffler stated the neighbors are aware and are okay with it.

**Motion/Vote – Approval of Request for Use: Birthday Party**

Ms. Romine made a motion to approve Request for Use: Birthday Party as presented; motion seconded by Mr. Kosior and unanimously carried.

**Credit Card Limit for Park**

Clerk-Treasurer Parthun presented Credit Card Limit for Park. This request is to increase Roberta Muwma's credit limit in order to be able to rent a vehicle for the summer playground program. Clerk-Treasurer Parthun stated the overall credit limit would not increase, as her limit would decrease, and Roberta's would increase by the same amount. Park Superintendent Mark Schreiber stated the Summer Playground Program is free to the community. Mr. Schreiber stated they already have one van but a seconded one is need and that is rented. Mr. Schreiber stated this rental is paid for through their grant from the Healthcare Foundation. Mr. Kosior asked approximately how many kids participate in the summer program. Mr. Schreiber stated typically, there are approximately 400 kids registered for the summer to attend the program. Human Resources Director Andrea Smith requested

Mr. Schreiber to provide the information for the individuals that will be driving the vehicles so she can get their background checks done. Clerk-Treasurer Parthun stated Enterprise is also doing background checks for all the drivers.

**Motion/Vote – Approval of Credit Card Limit for Park**

Mr. Kosior made a motion to approve Credit Card Limit for Park as presented; motion seconded by Ms. Romine and unanimously carried.

**Trash Removal Request**

Clerk-Treasurer Parthun presented Trash Removal Request. Brian Eigenmann is requesting the WM trash service be removed from his commercial apartment buildings. Mr. Eigenmann has provided his current contract with Republic Services, so there is trash removal for the commercial apartments. Mr. Kosior questioned if this is something that is able to be approved due to our contract with WM. Mayor Dermody stated because they are commercial apartments it can be approved.

**Motion/Vote – Approval of Trash Removal Request**

Ms. Romine made a motion to approve Trash Removal Request as presented; motion seconded by Mr. Kosior and unanimously carried.

**Conflict of Interest Disclosure Statement**

Attorney Anthony Novak presented Conflict of Interest Disclosure Statement on behalf of City Attorney Nick Otis. Attorney Novak stated the conflict of interest is for Eric Sabie, a City Firefighter, that has a legitimate side business, Closed Circuit Electric LLC. Mr. Sabie will be doing work that is eligible for CDBG funds and has submitted the conflict-of-interest disclosure to indicate that he does have an interest in this business and would receive these funds. Mr. Kosior questioned if this is something that has already been awarded. CDBG Director Mary Ann Richards stated the contract has not yet been awarded as she is currently going through the process of requesting a waiver from HUD over the conflict of interest.

**Motion/Vote – Approval of Conflict-of-Interest Disclosure Statement**

Mr. Kosior made a motion to approve Conflict of Interest Disclosure Statement as presented; motion seconded by Ms. Romine and unanimously carried.

**Department Head Reports**

**Communications:** Communications Director Jess Bruder reminded everyone there are a lot of events coming up. Those events can be found on the calendar at [livingthelakelife.org](http://livingthelakelife.org). Ms. Bruder also reported there is a new storage system for minutes and agenda archive on the website.

**City Planner:** City Planner Craig Phillips reported he has been busy with the beginning stages of the 39 North annexation process. Mr. Phillips stated all the mailings to the property owners will go out within the next day or so with a copy of the fiscal plan. The process will continue with public hearing on August 7, 2023. In addition, they are working on the agreements for

the Firehouse Project and the 18<sup>th</sup> Street residential project. Mr. Phillips stated they are also working on getting the request for proposals out for the City's comprehensive plan.

**Water:** Water Superintendent reported last week crews finished up relocating some water lines on Truesdale Ave. An old three inch that ran from McClung to the band shelter was discontinued. In addition, two new services lines were run to the band shelter and the concession stand and sample station. Starting this week, crews will begin painting all 1100 hydrants in the system with the current focus being the hydrants on Lincolnway and Indiana Ave with the hopes of getting those done by the Fourth of July.

**Engineering:** City Engineer Nick Minich stated Bloomfield Mechanical closed the section of street right in front of the YMCA for some HVAC upgrades on the roof due to a failure. Mr. Minich stated it has only been four months since the issuance of their permit and requests they are able to handle that under the previously issued permit.

**Code/Street:** Director of Central Services Jeff Batchelor reported their focus this week is crack sealing and potholes for the street department and trimming trees for the tree crew. Mr. Batchelor reported that the dumpsters were moved inside the fence because they were being abused by residents overfilling them and dumping items outside the dumpsters on the ground. Mr. Batchelor stated they came in over the weekend to clean up items that had been dumped outside the fence. Mayor Dermody reminded the public to be respectful and follow the rules and to not dump garbage where there is no dumpster. This is a service that is provided and paid for by the UEA and to continue to have this program, people need to be respectful and follow the rules. Mr. Kosior commented on his experience with the dumpster and questioned if this is something that other communities offer because he believes it is not something that many communities offer as a free service. Mr. Batchelor stated there are other area communities that have followed suite and started similar programs after seeing the success the City of La Porte has had with the dumpster program. Mayor Dermody reiterated that this is available to residents at the generosity of the UEA and is not being funded by tax dollars from the city and is therefore a free service and will continue to be available if it is not abused.

**Police:** Chief Brettin reported they are ready for the Official Cruise Night. There will be officers located at every other intersection and the event will run similarly to the parade. Historically there have not been issues or problems during this event. In addition, Chief Brettin stated there is a pension meeting tomorrow and hopefully there will be a swear in at the next meeting, in addition to another academy grad that has started the PERF background. This will bring the department to full staff.

**Fire:** Chief Snyder reported they have received notification that they will be under review in October for the City's ISO rating. Chief Snyder reminded everyone that the ISO rating is how property owners and business owners' insurance is determined. They will be preparing for this. Chief Snyder stated we are currently at a three and are hopeful to get that to a two. The lower the number the better.

**Park:** Parks and Rec Superintendent Mark Schreiber reminded the public that the dumpsters located within the parks are for staff use only and asked that residents do not use them to dump their household furniture or garbage. Mr. Schreiber encouraged everyone to use the trash cans available within the park but not to dump garbage or use the dumpsters as this uses park resources to get cleaned up. Mr. Schreiber thanked everyone involved with the Arts in the Park last week. Mr. Schreiber stated there was plenty of parking and no issues with people leaving and exiting on McClung Road. Mr. Schreiber stated the city does start their band concerts on Wednesday night at 7 P.M.

**TransPorte:** TransPorte Director Beth West reported the Summer Fun Passes are still being sold; as of yesterday, 180 passes have been sold and 18 of those passes have already been used. Ms. West stated for the month of May there were over 3,900 riders. Ms. West stated they have arranged with the fair again to have a drop-off location at the back so TransPorte buses do not get stuck in the fair traffic. In addition, Ms. West reported nine staff members took CPR training; this was not a mandatory process. Ms. West reminded the public that there is an all-day driver training on June 27, 2023, and no rides will be available that day.

#### **Release Agreement**

Attorney Anthony Novak presented Release Agreement. Attorney Novak stated this release agreement is for an incident that happened in April. An individual had an interaction with the Police and some property was lost from that individual. This release agreement will pay the individual \$110 in addition to a one-year subscription to LifeLock. Chief Brettin elaborated on the incident and stated the officer made an arrest and, in the process, placed the individual's cell phone and wallet on the roof of the squad car and drove away with the items still on the roof. The officer was able to recover and return the cell phone but not the wallet.

#### **Motion/Vote – Approval of Release Agreement**

Ms. Romine made a motion to approve Release Agreement as presented; motion seconded by Mr. Kosior and unanimously carried.

#### **Outdoor Dining Application**

City Planner David Heinold presented Outdoor Dining Application. This is an application for Blue Room at 822 Lincolnway, in front of Thaddeus C. Gallery. Mr. Heinold stated he inspected the location and verbalized the requirements for maintaining and ADA accessible pathway. Mr. Heinold provided a drawing of the proposed plan and stated it meets all the requirements for ADA accessibility. Attorney Novak stated this would have been part of the original ATC application and this would be an extension of that.

#### **Motion/Vote – Approval of Outdoor Dining Application**

Ms. Romine made a motion to approve Outdoor Dining Application as presented; motion seconded by Mr. Kosior and unanimously carried.

### **TransPorte 5 Year Internal Inspection Proposal**

TransPorte Director Beth West presented TransPorte 5 Year Internal Inspection Proposal. Ms. West stated this proposal is from SNS, the fire protection company that comes annually. Ms. West stated she was notified that this year they are required to have a five-year assessment done, which itemizes everything they will be doing to make sure the fire system is working efficiently. Ms. West stated this inspection is for the office and the garage where all the buses are stored in addition to some of the street departments equipment and trucks. Ms. West stated the money is in the budget to pay for this. Mr. Kosior questioned if the five-year assessment is a requirement by the State. Ms. West stated it is her understanding that in order to ensure the fire system is working properly, the sprinkler system company has to mandate the inspection on behalf of the State.

### **Motion/Vote – Approval of TransPorte 5 Year Internal Inspection Proposal**

Mr. Kosior made a motion to approve TransPorte 5 Year Internal Inspection Proposal as presented; motion seconded by Ms. Romine and unanimously carried.

### **Quotes for Paint**

Director of Central Services Jeff Batchelor presented quotes for paint for the striping of the City. Mr. Batchelor received three quotes. Mr. Batchelor presented the following quotes:

Sherwin Williams - Cleveland Ohio; White Paint - \$4,125.00; Yellow Paint - \$4,262.50; Total cost - \$8,387.50

Dalton Enterprises; White Paint - \$5,912.50; Yellow Paint - \$5,912.50; Total cost - \$11,825

Sherwin Williams – La Porte Indiana; White Paint - \$6,872.25; Yellow Paint - \$6872.25; Total Cost - \$13,744.50

Mr. Batchelor recommends approval of the paint purchase from Sherwin Williams, Cleveland Ohio, as the lowest quote.

### **Motion/Vote – Approval of Quotes for Paint**

Mr. Kosior made a motion to award paint quote to Sherwin Williams – Cleveland Ohio; motion seconded by Ms. Romine and unanimously carried.

### **Repair of a Transmission on a Dump Truck**

Director of Central Services Jeff Batchelor presented Repair of a Transmission on a Dump Truck. Mr. Batchelor received three quotes. Mr. Batchelor presented the following quotes:

RTS in the amount of \$6,050.00

Wiers International– Plymouth, Indiana, in the amount of \$9,580.12

Wiers International – La Porte, Indiana, in the amount of \$9,302.12

Mr. Batchelor recommends awarding RTS as the lowest quote.

**Motion/Vote – Approval of Repair of a Transmission on a Dump Truck**

Ms. Romine made a motion to approve Repair of a Transmission on a Dump Truck to RTS; motion seconded by Mr. Kosior and unanimously carried.

**Digital Chalking Proposals**

Chief Brettin presented Digital Chalking Proposals. Chief Brettin stated getting a company to come in and solve the downtown parking issues has been a challenge. Chief Brettin stated he received two quotes and Vigilant came in as the best quote, \$16,300. There is a \$2,800 yearly maintenance fee after the first year. Chief Brettin stated this has already been budgeted. This will cover the two-hour parking and 24-hour violations or anything that is programmed into it. Chief Brettin stated this will be mounted on an old squad car and as the car travels, the camera will take pictures of the cars and mark where the valve stems are. When the squad car passes back through, it will automatically alert the driver to issue a ticket. This system will also sync with other systems to determine if a vehicle is stolen or a vehicle owner has a warrant. Ms. Romine questioned how long the equipment would be good for before it needs to be replaced. Chief Brettin stated they typically count on five years for electronics before replacement. Mr. Romine asked when this would start. Chief Brettin stated it would be 4-6 six weeks once given the okay is give to the company to proceed.

**Motion/Vote – Approval of Digital Chalking Proposals**

Mr. Kosior made a motion to approve Digital Chalking Proposals as presented; motioned seconded by Ms. Romine and unanimously carried.

**Vehicle Lease**

Chief Brettin presented a vehicle leases for three chargers. They are leased for \$600 per month. Chief Brettin stated they will be trading in some problematic cars and therefore there will be no additional money out of pocket this year but it will need to be added to next years budget.

**Motion/Vote – Approval of Vehicle Lease**

Ms. Romine made a motion to approve Vehicle Lease as presented; motion seconded by Mr. Kosior and unanimously carried.

**Pay Request #1 Torino Pond**

Melissa Mischke presented Pay Request #1 Torino Pond for NIES Engineering in the amount of \$54,416.05. This brings the project to 10% completion.

**Motion/Vote – Approval of Pay Request #1 Torino Pond**

Ms. Romine made a motion to approve Pay Request #1 Torino Pond as presented; motion seconded by Mr. Kosior and unanimously carried.

**Basement Backup Grant for 608 E Jefferson Ave**

Melissa Mischke presented Basement Backup Grant for 608 E Jefferson Ave. The City will be responsible for \$3,216.25 and the resident will be responsible for \$738.75 for the cleanup. The actual quote for the cleanup is in the amount of \$3,955.

**Motion/Vote – Approval of Basement Backup Grant for 608 E Jefferson Ave**

Mr. Kosior made a motion to approve Basement Backup Grant for 608 E Jefferson Ave as presented; motion seconded by Ms. Romine and unanimously carried.

**CDBG Sidewalk Program – Acceptance of Bids and Recommendation**

City Engineer Nick Minich presented CDBG Sidewalk Program – Acceptance of Bids and Recommendation. Mr. Minich stated bids were opened on Friday June 2, 2023 at 10:09 A.M. for the program year 2022 CDBG Sidewalk Program. Two bids were received; Pavey Excavating and Reith-Riley both submitted bids. Mr. Minich stated the project was estimated at around \$400,000 and both bids came in slightly under this amount. Both bidders had all the required forms and documents included in their bids. Mr. Minich recommends award to Pave Excavating as the lowest most responsive bidder with a bid in the amount of \$378,389. Mr. Minich stated there is a tight timeline on this as they would like to see these sidewalks built this summer. These sidewalks are in the vicinity and East of City Hall; priority area one and two. CDBG Director Mary Ann Richards stated these sidewalks are within a qualified census track near Lincoln School, Harrison Street, Detroit Street, Maple Street, and Michigan. Ms. Richards stated handicap curbs will also be installed in an area on Harrison Street where there are none. Ms. Richards stated this area was chosen because Lincoln School is a walking school, there is no bus service. Mayor Dermody requested Ms. Richards to send a map of these areas to members of the board. Mayor Dermody questioned how quickly work would start. Mr. Minich stated they have set the work to start within 14 days with completion within 90 days to stay within the timeline of the grant.

**Motion/Vote – Approval of CDBG Sidewalk Program - Acceptance of Bids and Recommendation**

Ms. Romine made a motion to approval CDBG Sidewalk Program - Acceptance of Bids and Recommendation as presented; motion seconded by Mr. Kosior and unanimously carried.

**Request to Close City Hall for VOIP Training: June 20, 2023 from 8:30a – 9:30a**

City Engineer presented Request to Close City Hall for VOIP Training. This will be a zoom training.

**Motion/Vote – Approval of Request to Close City Hall for VOIP Training**

Ms. Romine made a motion to approve Request to Close City Hall for VOIP Training as presented; motion seconded by Mr. Kosior and unanimously carried.

**Unfinished Business**



**Other Business:**

Next regularly scheduled meeting: Wednesday, June 21, 2023 at 9 A.M. Mayor Dermody stated that with school being out for the summer, there has already been some delinquent activities. Mayor Dermody asked Attorney Novak if there is a way to connect with the individuals that are going through the systems to do community service within the City. Attorney Novak stated if it is voluntary, they certainly can do community service, however he would have to look into it further. Mayor Dermody encouraged everyone to check out the new Farmed and Forged Market. It is on Sunday's from 11 A.M. to 3 P.M.

**Adjourn**

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

**Approve:** \_\_\_\_\_  
**Thomas P. Dermody, Mayor**

**Attest:** \_\_\_\_\_  
**Courtney Parthun, Clerk-Treasurer**

**Approved: June 21, 2023**