

September 19, 2023

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, September 19, 2023, at 9:00 A.M.

Present: Mayor Dermody, Jessica Romine

Absent: Mark Kosior

Sarah Zygmuntowski 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 Mayor Dermody and unanimously carried.

Public Comment

None

Claims Approval

Clerk-Treasurer Parthun presented Payroll from September 15, 2023 in the amount of \$493,572.08.

Motion/Vote – Approval of September 15, 2023 Payroll

Ms. Romine made a motion to approve the September 15, 2023 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$663,098.66.

Motion/Vote – Approval of Civil City Claims

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

Clerk-Treasurer Parthun presented Water Claims in the amount of \$137,624.61.

Motion/Vote – Approval of Water Claims

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

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$213,769.21.

Motion/Vote – Approval of Sewage Claims

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

Department Head Reports

TransPorte: TransPorte Director Beth West reported there are currently over 2,000 riders for the month of September, bringing the total riders for the year to over 30,000. Ms. West stated they are preparing to go through their ADA audit. The paperwork has been submitted to NIRPC and the on-site audit will be in November.

Park: Park Superintendent Mark Schreiber reported the Department of Natural Resources will begin paving the Stone Lake boat launch parking lot beginning September 25, 2023. This project will take approximately two weeks and the boat launch will be closed during this time. In addition, Mr. Schreiber stated the Bolt for the Heart 5k will be held at Soldiers Memorial Park on October 14. Anyone that is interested in running or walking this race can register at boltfortheheart.com. Mr. Schreiber reported Loverboy will be performing at the Civic on Friday night with Carpool opening for them. Tickets are still available for those interested in attending.

Police: Chief Brettin invited Mental Health Professional Caitlyn Kalisik to speak about the Cops and Bobbers event. Ms. Kalisik reported Cops and Bobbers has been something that has been going on for years but this year they have decided to make some changes. This year, they will be doing a fishing tournament with the LPPD, MCPD, and the Sheriff's Department. There are 48 children that are signed up for the event, and they will be divided between the three teams. Ms. Kalisik stated they are anticipating approximately 150 people to attend this event. The event will be held on September 24, 2023 at 9:00 A.M. to 1:00 P.M. at Beechwood Lakes. Mayor Dermody questioned if volunteers were needed for this event. Ms. Kalisik stated they do have some volunteers already; however, they are accepting volunteers up until the day of the event. Chief Brettin recognized Craig and Mark for their efforts with this event. Ms. Kalisik stated this event is for kids on every spectrum and a great way for our police officers in the county to have a good rapport with children.

Street/Code: Director of Central Services Jeff Batchelor reported the Street Department has been removing trees and patching. In addition, Mr. Batchelor reported the Code Department will be looking at chronic nuisance properties throughout the city. Mayor Dermody questioned if there was any news on the tree grant Tucker King submitted for. Mr. Batchelor stated Tucker applied for 10 million dollars and we were approved for one million over the next five years. Mr. Batchelor stated they are currently waiting on the stipulations for this grant.

Legal: City Attorney Nick Otis reported last night the City Council approved a new contract between the city and the entity that will be providing childcare at what was the YMCA child care facility on Monroe Street. Attorney Otis stated this would be on the agenda for today's

meeting, however Ms. Romine is a YMCA Board Member and Mr. Kosior is not present today. This will be presented at the next meeting.

Clerk-Treasurer: Clerk-Treasurer Parthun reported her office recently went through a State Board of Accounts audit. The results of the audit came back as unmodified financial audit, which is a good thing. Mayor Dermody congratulated Clerk-Treasurer Parthun on a job well done.

Engineering: City Engineer Nick Minich reported they have received a report of some residents in the city receiving letters regarding the north-south corridor project. The top of the letter states it is basic advertising material; there is an attorney reaching out to residents who are in the general vicinity of the north-south corridor that has not been fully vetted or approved yet. Mr. Minich stated there is a lot more that needs to happen before anyone from the state, county, or city would have any conversations about right-of-way acquisition. Mr. Minich stated this attorney is trying to stir up some preemptive business which is frustrating for residents as they are being told one thing, which is not what the project is.

Water: Water Superintendent Tim Werner reported the department will begin the fall flushing on October 15, which is a Sunday night. The Crews will be out Sunday night through Thursday night from 8 P.M. – 6 A.M. In addition, Mr. Werner reported they have been approved for their war wagon on the NIRPC grant for 2025. This is the vehicle that is used when there are water main breaks and things like that. This vehicle will be propane powered instead of diesel. Mr. Werner provided an I Street update: curb, gutter, and driveway approaches will all be done this week. Reith-Riley will be paving from 18th Street to 14th Street on Monday and Tuesday. Mr. Werner stated they are finishing installing the water main and will begin pressure testing.

City Planner: City Planner Craig Phillips reported they have been busy kicking off the city's comprehensive plan process. Interviews are starting today for consultant selection. Mr. Phillips stated they have received \$150,000 of the funding needed for this project through the federal solicitation process for projects. In addition, Mr. Phillips reported this month they will be completing the Trails, Greenways, and Blueways master plan along with the Parks and Engineering departments. The Downtown Streetscape Pattern Book will also be wrapping up this month as well. Mr. Phillips stated they are working on some housing related projects and are looking forward to the housing opportunities that will result from these projects. Ms. Romine questioned how the housing is going with the Timba Bakery project. Mr. Phillips stated they have broken ground and the project is underway. Ms. Romine questioned how many homes will be built. Mr. Phillips stated there will be one this year, two next year, and two the following year.

Communications: Communications Direct Jessica Spoljaric stated the Sunflower Fair is the end of the summer events and thanked all the sponsors, visitors, and residents that have come out and helped support all these events. Ms. Spoljaric stated there is still a lot coming up throughout the fall and winter with the Civic Auditorium with the Santa Parade and Civic

Concert Series. In addition, Ms. Spoljaric thanked Sara Zygmuntowski for all her hard work and dedication with getting the live streams of the meetings online for individuals to be able to watch at home. Mayor Dermody questioned what the date of the RTS can pick up will be. Ms. Spoljaric stated that information will be released later in the day and encouraged everyone to watch for that information on Facebook. Ms. Romine questioned if there would be a fall cleanup. Mayor Dermody stated fall cleanup will be October 16 – 20, 2023.

Human Resources: Human Resource Director Andrea Smith reminded employees and their dependents that flu shots will be available starting Monday October 2, 2023, at WellPort in Michigan City and La Porte. Ms. Smith stated this year they would like to invite any Council and Board of Works member that would like a flu shot to get one at either clinic as well. Any Council or Board of Works members that would like a flu shot at one of the clinics should reach out to Andrea to be added to the list.

New Business:

Resolution for Approval of Mayor's Signature

City Attorney Nick Otis presented Resolution for Approval of Mayor's Signature. Attorney Otis stated this is so the city can do the closing for the fire station building on State Street. Specific authorization is requested allowing Mayor Dermody to execute all necessary closing documents. Attorney Otis stated this is a request from Meridian Title to make it clear Mayor Dermody has the authority to sign the documents.

Motion/Vote – Approval of Resolution for Approval of Mayor's Signature

Ms. Romine made a motion to approve Resolution for Approval of Mayor's Signature as presented; motion seconded by Mayor Dermody and unanimously carried.

Request for Additional Trash Service at 315 Brighton St.

Clerk-Treasurer Parthun presented Request for Additional Trash Service at 315 Brighton St. Clerk-Treasurer Parthun stated she received the following information to present from Eman Fokianos, Utility Billing Office Manager. The owners at 315 Brighton have two utility accounts and would like to add WM trash service billed through those accounts. These are commercial accounts and would be using the trash totes for offices at this address. Mr. Fokianos says he has confirmed with WM that pickup is available at this address. The totes were provided and if they are placed on the roadside, they are accessible for WM trucks with arms. The refuse will be what a normal residential customer would produce. The cost is \$12.99 per tote, per account, per month. Mr. Fokianos did speak with City Attorney Nick Otis about the allowability of this trash service. The request is for board approval to add trash service to both commercial accounts at 315 Brighton Street.

Motion/Vote – Approval of Request for Additional Trash Service at 315 Brighton St

Ms. Romine made a motion to approve Additional Trash Service at 315 Brighton St as presented; motion seconded by Mayor Dermody and unanimously carried.

Surf Broadband Contract for Water and Wastewater

Wastewater Director Jerry Jackson presented Surf Broadband Contract for Water and Wastewater in the amount of \$11, 000. This is a one-time cost for construction to connect. This proposed agreement is to provide a network interconnecting 32 Water and Wastewater sights. Mr. Jackson stated there are more sites but these 32 could economically be connected to their fiber network while the other sights were to far away to be cost effective. All but eight of these sights are adjacent to existing fiber and there will be no cost to connect those sights. The \$11,000 is for the construction to extend the fiber to the eight sights that are not adjacent. Mr. Jackson stated this contract is for five years and will automatically be renewed at the end of its term. The contract can be terminated by either party with a one-year notice. Mr. Jackson stated Kingsbury currently uses this system and it has been working very well for them. This will take approximately one year to implement and get everything up and running as it should. Mr. Jackson stated this is a great opportunity for the Wastewater and Water Departments and recommends approval. Ms. Romine questioned how long Kingsbury has been implementing this system. Mr. Jackson replied and stated for approximately one year and it has been rock-solid.

Motion/Vote – Approval of Surf Broadband contract for Water and Wastewater

Ms. Romine made a motion to approve Surf Broadband Contract for Water and Wastewater as presented; motion seconded by Mayor Dermody and unanimously carried.

Permission to Solicit Bids for McClung Rd Sewer Extension

Wastewater Director Jerry Jackson presented Permission to Solicit Bids for McClung Rd Sewer Extension. Mr. Jackson stated there is some proposed development and proposed annexations on McClung Road and residents have reached out to the city and stated they would like to connect and become part of the city. Mr. Jackson stated the sanitary part of this is the low-pressure sewer which is in his budget for this year and there is a lift station in the budget for next year and there is an extension to Seivers Road to cover the Dent property. The low-pressure sewer would go from East Shore Parkway East to Kabelin. There are approximately 12 houses, so lower pressure sewer and grinder pumps are cost effective. Mr. Jackson stated the project is funded at \$430,000 for the sanitary and \$450,000 for the lift station which is in the capital budget. Mr. Jackson stated because of the time of year, the project will be bid this Winter with Spring construction. Mayor Dermody questioned what this would leave on McClung Road without sewer. Mr. Jackson stated there are a couple parcels on the far north side that are off a private access road that are not served. Ms. Romine asked for clarification if the cost to connect to the sewer line is the homeowner's responsibility. Mr. Jackson stated it is customarily the homeowner's responsibility to connect at their expense.

Motion/Vote – Approval of Permission to Solicit Bids for McClung Rd Sewer Extension

Ms. Romine made a motion to approve Permission to Solicit Bids for McClung Rd Sewer Extension as presented; motion seconded by Mayor Dermody and unanimously carried.

Pay Request #4 Contract 1 Torino Pond Letters/Numbers Project

Wastewater Director Jerry Jackson presented Pay Request #4 Contract 1 Torino Pond Letters/Numbers Project to D&M Excavating in the amount of \$83,582.52. This brings the project to 97%. Mr. Jackson stated D&M has done an excellent job on this project and recommends approval.

Motion/Vote – Approval of Pay Request #4 Contract 1 Torino Pond Letters/Numbers Project

Ms. Romine made a motion to approve Pay Request #4 Contract 1 Torino Pond Letters/Numbers Project as presented; motion seconded by Mayor Dermody and unanimously carried.

Biotower Pump #3 Replacement

Wastewater Director Jerry Jackson presented Biotower Pump #3 Replacement. Mr. Jackson stated the large pump on their biotower went down. It is a 60-horse pump and weighs 2,500 pounds. Mr. Jackson stated the pump is an Ebara brand and they got an estimate for repair in the amount of \$11,385. Mr. Jackson stated the pump is 14 years old. Mr. Jackson stated they requested the cost to replace the pump and were quoted \$44,000 for replacement. Mr. Jackson stated due to the age of the pump he recommends replacement. Mr. Jackson requested a quote for replacement from Xylem and received a price of \$57,370. Mr. Jackson's recommendation is to replace the existing pump with another Ebara pump at the cost of \$44,475. Ms. Romine questioned what the typical life expectancy of the pump is. Mr. Jackson stated typically you can get approximately 20 years out of a pump.

Motion/Vote – Approval of Biotower Pump #3 Replacement

Ms. Romine made a motion to approve Biotower Pump #3 replacement as presented; motion seconded by Mr. Kosior and unanimously carried.

Two (2) Industrial Permit Renewals

Wastewater Director Jerry Jackson presented Two (2) Industrial Permit Renewals. Mr. Jackson stated these renewals are for Alpha Baking and American Licorice company. Mr. Jackson stated both companies are in good standing, both do good work, and they both treat their wastewater well. Mr. Jackson recommends approval for renewal of both discharge permits.

Motion/Vote – Approval of Two (2) Industrial Permit Renewals

Ms. Romine made a motion to approve Two (2) Industrial Permit Renewals as presented; motion seconded by Mayor Dermody and unanimously carried.

Basement Backup Grant: 807 Adams

Wastewater Director Jerry Jackson presented Basement Backup Grant: 807 Adams. The quote from H&G to do the work was in the amount of \$4,685. The City's share would be the first \$1,000 plus 75 percent for a total cost of \$3,763.75. Mr. Jackson recommends approval. Ms. Romine questioned how much was left in the budget for basement backup grants. Mr. Jackson stated he did not have the number in front of him, but he would get that and bring it back to the board.

Motion/Vote – Approval of Basement Backup Grant: 807 Adams

Ms. Romine made a motion to approve Basement Backup Grant: 807 Adams as presented; motion seconded by Mayor Dermody and unanimously carried.

Safe Haven Baby Box Contract Approval

Fire Chief Andy Snyder presented a lease and service agreement from Safe Haven Baby Boxes. Chief Snyder stated a grant for the Safe Haven Baby Box was previously approved by the Board of Works and entering into the lease and agreement is the next step in obtaining the box. Chief Snyder stated the contract has two options, a \$11,000 option or a \$12,000 option. Chief Snyder stated he is recommending the \$11,000 option. The only difference between the two options is a camera is installed in the \$12,000 option and Chief Snyder stated he does not feel as though that is necessary. Chief Snyder stated the lease and agreement has been reviewed by Attorney Otis and he is comfortable with the wording. Ms. Romine questioned how many of these were within city limits. Chief Snyder stated this will be the first one within city limits, but it will be the third one in the county. Ms. Romine questioned if this will be promoted. Chief Snyder stated it will be promoted throughout the city and they will be working with Safe Haven Baby Boxes to promote in addition to working with the city's Communications Department to advertise. Ms. Romine questioned what the age limit was for surrendering. Chief Snyder stated he does not have that information at this time but typically you see infants within the first few days of birth being surrendered.

Motion/Vote – Approval of Safe Haven Box Contract Approval

Ms. Romine made a motion to approve Safe Haven Box Contract as presented; motion seconded by Mayor Dermody and unanimously carried.

2022 Street Paving Pay Application #5

City Engineer Nick Minich stated he does have additional work that needs to be done for this pay app and will bring it back to the next meeting and close it out.

18th Street Greenway Pay Application #3

City Engineer Nick Minich presented 18th Street Greenway Pay Application #3 in the amount of \$40,679.35. This is the final payment and closes this out. This project was completed last year but there were items that still needed to be closed out.

Motion/Vote – Approval of 18th Street Greenway Pay Application #3

Ms. Romine made a motion to approve 18th Street Greenway Pay Application #3 as presented; motion seconded by Mayor Dermody and unanimously carried.

Unfinished Business**Lake Street Bid Opening**

City Planner Craig Phillips presented Lake Street Bid Opening. Mr. Phillips stated this is a bid opening for what was formerly known as the 1400 Lake Street Property owned by the city. Clerk-Treasurer Parthun presented proof of publication. This was published in The Herald Dispatch on September 1, 2023 and September 8, 2023 for the bid opening today. Clerk-

Treasurer Parthun stated one bid was received from Mobile PTO. Mr. Phillips stated the bidder is Terry Vitico, Mobile PTO, in the amount of \$20,000. Mr. Phillips stated he does not believe this bid meets the minimum bid required for this bid offer but requests permission to take the bid under advisement and review and bring it back to the Board at a later date. Mayor Dermody questioned what the minimum bid is. Mr. Phillips stated the minimum bid is \$45,250.

Motion/Vote – Approval of Lake Street Bid Opening

Ms. Romine made a motion to approve Lake Street Bid Opening as presented; motion seconded by Mayor Dermody and unanimously carried.

Mayor Dermody questioned what the next step in the process would be. Mr. Phillips stated they can reject the bids and negotiate offers for less than the minimum bid. Mr. Phillips asked Attorney Otis if the bid can be rejected today because it is less than the minimum required. Attorney Otis stated it can be rejected today.

Motion/Vote – Amend Approval of Lake Street Bid Opening

Ms. Romine amended her motion to approve Lake Street Bid Opening to reject the single bid offered for \$20,000; amended motion seconded by Mayor Dermody and unanimously carried.

Mayor Dermody announced this Saturday, September 23, 2023, RTS will be collecting empty RTS trash cans. There will be a press release coming out later today about this. Mayor Dermody also reminded everyone that fall cleanup will be October 16 -20 on your normal garbage day. The rules for fall cleanup can be found on the website. Mayor Dermody thanked Brett Binversie and the volunteers for a wonderful Sunflower Fair.

Other Business:

Next regularly scheduled meeting: Tuesday October 3, 2023 at 9 A.M.

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: October 3, 2023