

October 17, 2023

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, October 3, 2023, at 9:00 A.M.

Present: Mayor Dermody, Mark Kosior

Absent: Jessica Romine

Jared Schaefer 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.

Mayor Dermody initiated a moment of silence for the tragic loss of young life on Friday.

Motion/Vote – Approval of Minutes

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

Introduction of the PACT Team

Chief Brettin introduced Specialist Gonzalez to speak about the PACT Team. Specialist Gonzalez stated they work their normal shift and then work with the PACT Team during their off time. The PACT Team works street level narcotics and arrests individuals with warrants to try their best to keep the streets of La Porte safe. Specialist Gonzalez introduced the members of the PACT Team that were present. In addition, Specialist Gonzalez announced they will be hosting Coffee with a Cop on Friday October 27, 2023 from 9 A.M. to 10:30 A.M. where they will be answering more questions about the PACT Team. Specialist Gonzalez provided the following number for the 24/7 crime tip hotline: 219-380-7868.

Public Comment

None

Claims Approval

Clerk-Treasurer Parthun presented Payroll from October 13, 2023 in the amount of \$485,568.05.

Motion/Vote – Approval of October 13, 2023 Payroll

Mr. Kosior made a motion to approve the September 29, 2023 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$885,387.76.

Motion/Vote – Approval of Civil City Claims

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

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$396,101.26.

Motion/Vote – Approval of Sewage Claims

Mr. Kosior made a motion 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 \$315,838.99.

Motion/Vote – Approval of Water Claims

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

Department Head Reports

Communications: Communications Director Jessica Spoljaric reminded everyone that large and heavy trash is this week and takes place on your regular trash day. More information about what items are included in this pickup can be found on the city's website. Mr. Kosior advised everyone to review their utility bill and not just toss it aside as there is always information being provided with them. The last utility bill provided a list of items that would not be accepted for large and heavy trash pickup.

TransPorte: TransPorte Director Beth West reported there are over 10,000 riders to date for the month and over 34,500 for the year. In addition, Ms. West stated they have travelled over 32,000 miles in just three months.

Planning: City Planner Craig Phillips reported the Trails, Greenways, and Pathways Master Plan was wrapped up last night with the City Council for adoption and incorporation into the county wide development plan. Mr. Phillips stated they will be presenting this to the Park Board as well for their adoption. In addition, Mr. Phillips reported they will be bringing the final draft of the downtown streetscape pattern book to the Bid Board meeting and work continues with the comprehensive and transportation plan for the city. The consultant selection process is complete, and negotiations of the contract have begun.

Water: Assistant City Engineer Tucker King reported hydrant flushing has begun and anyone that notices any clarity issues should reach out to the Water Department. In addition, Mr. King stated they are actively working on their service line replacement program.

Engineering: Mayor Dermody requested Mr. Minich to expand on comments from last night's meeting of individuals being included in the process for Indiana Ave. City Engineer Nick Minich stated this is a State project and we are not always included in the process, however they are including us with this project. Mr. Minich stated they are still finalizing their approval for the

environmental document, which typically dictates when and how a public input meeting happens. Mr. Minich stated the anticipation for this meeting is later this Winter or Spring, but they are still early in the process.

Street/Code: Director of Streets and Code Jeff Batchelor reported they are putting the final touches on the quiet zone, cutting trees, and patching potholes. Mr. Batchelor reported the Code Department is at a summit today in Logansport.

Mayor Dermody stated we received a lot of calls regarding Weller Ave and asked Mr. Minich to discuss this. Mr. Minich stated this will possibly be a project they have identified as a potential project for the next round of Federal Funds as this will be a pretty significant project that will include a significant amount of utility work in addition to the road and sidewalks.

Police: Chief Brettin reported the Bolt for The Heart 5k and 10k walk/run took place on Saturday and was a successful event. 26 AEDs were needed to equip every police car and that was achieved.

Fire: Chief Snyder reported the department is undergoing their fit for duty screens this week. In addition, Chief Snyder stated there is a mock disaster scheduled for Thursday morning and they will be over on the Southshore tracks by American Licorice. This is something that is done annually and is typically focused on HAZMAT and EMA.

IT: IT Director Roscoe Hoffman reported he has been working with various departments to help get them streamlined and working efficiently.

New Business:

Trash Removal Service Request

Clerk-Treasurer Parthun presented Trash Removal Service Request for 916 Lincolnway. Clerk-Treasurer Parthun stated the request is for trash service to be removed from the utility bill as it is billed independently of city services and to issue a refund in the amount of \$132.66. City Attorney Nick Otis stated a refund is not needed but does request trash service to be removed from the bill.

Motion/Vote – Approval of Trash Removal Request

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

Parking Ticket Appeal

Executive Assistant Annette Loeffler presented parking ticket appeal. Ms. Loeffler stated the appeal noted the individual was just passing through and stayed with his sister at the Rumley. The individual arrived late and left early and was not aware of the parking restrictions. Mayor Dermody questioned Chief Brettin if signs are posted and visible noting the parking restrictions. Chief Brettin stated there are visible signs.

Motion/Vote – Denial of Parking Ticket Appeal

Mayor Dermody made a motion to deny Parking Ticket Appeal as presented; motion seconded by Mr. Kosior and unanimously carried.

Release of Interest in Lease: 2510 Monroe St

City Attorney Nick Otis presented Release of Interest in Lease: 2510 Monroe St. Attorney Otis stated the City of La Porte signed a 99-year lease for this property in the 90s and typically anything over three years gets recorded. This release of interest will remove both the City of La Porte and the YMCA from the title work.

Motion/Vote – Approval Release of Interest in Lease: 2510 Monroe St

Mayor Dermody made a motion to approve Release of Interest in Lease: 2510 Monroe St as presented; motion seconded by Mr. Kosior and unanimously carried.

Lee Company Invoice

Clerk-Treasurer Parthun presented Lee Company Invoice in the amount of \$399,800. This is the company that installed the new seats at the Civic. This is the final payment.

Motion/Vote – Approval of Lee Company Invoice

Mr. Kosior made a motion to approve Lee Company Invoice as presented; motion seconded by Mayor Dermody and unanimously carried.

Fire Service Inc Invoice

Clerk-Treasurer Parthun presented Fire Service Inc Invoice. Clerk-Treasurer Parthun stated the bonds for the fire truck were sold on October 12, 2023. Clerk-Treasurer Parthun stated because Streets were used as collateral, the bond process was slightly different. The funds were wired to the City of La Porte and in turn, the City wired the funds to Fire Service Incorporated. Per the agreement with Fire Service Incorporated, the funds were to be wired to them within 20 days of beginning the bond process and that date would have been October 13, 2023. Clerk-Treasurer Parthun requested to retroactively approve the wire transfer so the City of LaPorte is still able to receive the \$70,000 discount on the tower truck.

Motion/Vote – Approval of Fire Service Inc Invoice

Mr. Kosior made a motion to approve Fire Service Inc Invoice as presented; motion seconded by Mayor Dermody and unanimously carried.

Request to Accept Letter of Resignation

Chief Brettin presented Request to Accept Letter of Resignation for Jared Schaefer. Chief Brettin expressed his excited for Seargent Schaefer in his next roll in addition to his sorrow for losing such an outstanding officer and asset to the community. Chief Brettin requested permission to accept the resignation and hire replacement. Seargent Schaefer spoke briefly about his time with the city and expressed his appreciation for all that was taught and afforded to him during his time with the City of La Porte.

Motion/Vote – Approval of Request to Accept Letter of Resignation

Mr. Kosior made a motion to approve Accept Letter of Resignation as presented; motion seconded by Mayor Dermody and unanimously carried.

Lease Agreements

Chief Brettin presented Lease Agreements. Chief Brettin stated these are replacement leases and the lease payment has already been made but the VINs are changing. These leases are for vehicles that have been ordered since February and are just now arriving.

Motion/Vote – Approval of Lease Agreements

Mr. Kosior made a motion to approve Lease Agreements as presented; motion seconded by Mayor Dermody and unanimously carried.

Change Order for CDBG PY20 HORP Electrical at 321 Niles and 1710 “K” St

CDBG Manager Mary Ann Richards presented Change Order for CDBG PY20 HORP Electrical at 321 Niles in the amount of \$525 and 1710 “K” St in the amount of \$445. Ms. Richards stated these are HUD funded through the CDBG program.

Motion/Vote – Approval of Change Order for CDBG PY20 HORP Electrical at 321 Niles and 1710 “K” St

Mr. Kosior made a motion to approve Change Order for CDBG PY20 HORP Electrical at 321 Niles and 1710 “K” St as presented; motion seconded by Mayor Dermody and unanimously carried.

Approval of Preliminary Plat #23-02 and Final Plat #23-02

Assistant City Planner David Heinold presented approval of Preliminary Plat #23-02 and Final Plat #23-02. Mr. Heinold stated this preliminary plat was presented and unanimously approved by the Plan Commission on October 11, 2023. This is subdividing three lots into two lots. The second lot is 17,000 square, which meets the minimum lot size requirements for the B2 commercial district as well as the minimum width. Mayor Dermody questioned why we are doing this. Mr. Heinold stated an application was submit for the lot to be sold to another party for what was approved for a drive-thru restaurant. Mr. Kosior questioned if there were any concerns from other departments. City Engineer Nick Minich stated there are concerns regarding the actual development of the sight, but they are working through those with the developer.

Motion/Vote – Approval of Preliminary Plat #23-02 and Final Plat #23-02

Mr. Kosior made a motion to approve Preliminary Plat #23-02 and Final Plat #23-02 as presented; motion seconded by Mayor Dermody and unanimously carried.

Memorandum of Understanding – NorthShore

Human Resources Director Andrea Smith presented Memorandum of Understanding – Northshore. Ms. Smith read the letter that was sent out to employees regarding the change from the WellPorte Clinic to NorthShore Clinic. Attorney Otis stated there were changes made

to the MOU that they felt were important to the city. Ms. Smith stated changes were made that stated we will have a dedicated provider for the City of La Porte and that we are able to use any of the NorthShore locations. In addition, Ms. Smith stated they are a 340b facility which will result in huge savings for the city. Craig Menne, president of General Insurance Services, spoke briefly about the cost savings on medications with a projected savings to the city of approximate \$100,000. Mr. Menne stated individuals can continue to utilize whichever pharmacy they desire, however by utilizing the NorthShore pharmacy there is no cost to the employee. NorthShore offers a variety of services, including imaging and mental health services that were not able to be offered at WellPorte at this time. Overall, this is a strategy to control costs for the city and employees as well.

Motion/Vote – Approval of Memorandum of Understanding – Northshore

Mr. Kosior made a motion to approve Memorandum of Understanding – Northshore as presented; motion seconded by Mayor Dermody and unanimously carried.

Agreement with Equitable Life Insurance

Human Resources Director Andrea Smith presented Agreement with Equitable Life Insurance. Ms. Smith stated we will be switching from Mutual of Omaha Life Insurance. Ms. Smith stated the reasons for the switch is longer rate guarantee, and it allows for our current HRIS system, to do a date feed for every benefit at no charge, which will be a cost savings of approximately \$5,000 to \$6,000 per year.

Motion/Vote – Approval of Agreement with Equitable Life Insurance

Mr. Kosior made a motion to approve Agreement with Equitable Life Insurance as presented; motion seconded by Mayor Dermody and unanimously carried.

Stop Loss and TPA Renewals

Human Resources Director Andrea Smith invited Craig Menne, GIS President, to speak about Stop Loss and TPA Renewals. Mr. Menne stated the board was provided with the executive summary on the renewal with UMR and Berkeley. Mr. Menne stated the insurance committee meets monthly and advised staying with UMR and Berkeley makes the most sense financially. Mr. Menne stated from a budget perspective, costs are expected to increase 7.2%. The City of La Porte is partially self-insured, meaning the city purchases Stop-Loss and has a \$125,000 deductible. The city funds claims under this amount.

Motion/Vote – Approval of Stop Loss and TPA Renewals

Mr. Kosior made a motion to approve Stop Loss and TPA Renewals as presented; motion seconded by Mayor Dermody and unanimously carried.

Upgrade Open Gov Asset Management Software

Assistant Engineer Tucker King presented Upgrade Open Gov Asset Management Software. Mr. King stated the Water Department has been working with Cardiograph since 2016 and in 2022 they were bought out by OpenGov, which we are already partnered with. The upgrade would be to the Enterprise Assets Management System. This would allow to roll this out to

the rest of the city and will ultimately help streamline processes and make projects more efficient saving time and money in the long run. Clerk-Treasurer Parthun questioned what the cost for the upgrade would be. Mr. King stated the annual cost will be \$30,000 and will be prorated for the rest of the year. Mr. King stated our contract date does not begin in January, it starts March 1, so we will be prorated half the cost of a full year. The cost will be split between Water, Wastewater, and Engineering as these are the departments that will utilize the program. Mr. Kosior questioned what the current cost of our asset management program is. Mr. King stated the Water Department currently takes that on solely at a cost of \$12,000 per year.

Motion/Vote – Approval of Upgrade Open Gov Asset Management Software

Mr. Kosior made a motion to approve Upgrade Open Gov Asset Management software as presented; motion seconded by Mayor Dermody and unanimously carried.

Quote for Indiana Ave Project: Ellis Hardwoods

Director of Streets and Code Jeff Batchelor presented Quote for Indiana Ave Project. Mr. Batchelor stated there are three trees that are too big for the city to be taken down. Mayor Dermody questioned where the funds will come from to take care of this. Clerk-Treasurer Parthun stated there are available funds, but they are still trying to figure out exactly where they will come from to pay for this.

Motion/Vote – Approval of Quote for Indiana Ave Project

Mr. Kosior made a motion to approve Quote for Indiana Ave Project as presented; motion seconded by Mayor Dermody and unanimously carried.

Repair Estimate: 2012 Ford F-350

Director of Streets and Code Jeff Batchelor presented Repair Estimate: 2012 Ford F-350. Mr. Batchelor stated the cost to repair the truck is \$7,699.20. Mr. Kosior questioned if the truck is worth being fixed. Mr. Batchelor stated there is still life left in the truck and therefore the repair is well worth the fix.

Motion/Vote – Approval of Repair Estimate: 2012 Ford F-350

Mr. Kosior made a motion to approve Repair Estimate: 2012 Ford F-350 as presented; motion seconded by Mayor Dermody and unanimously carried.

Pay Request #5 for Contract 2A of Letters & Numbers

Melissa Mischke presented Pay Request #5 for Contract 2A of Letters & Numbers in the amount of \$275,281.78. This brings the project to approximately 49%. Mayor Dermody questioned when this will be complete. Mr. Minich stated they are waiting on an updated schedule.

Motion/Vote – Approval of Pay Request #5 for Contract 2A of Letters and Numbers

Mr. Kosior made a motion to approve Pay Request #5 for Contract 2A of Letters and Numbers as presented; motion seconded by Mayor Dermody and unanimously carried.

Pay Request #5 for Contract 2B of Letters & Numbers

Melissa Mischke presented Pay Request #5 for Contract 2B of Letters & Numbers in the amount of \$353,982.35. This brings the project to 25-26% completion. Mayor Dermody stated he continues to be impressed with HRP Construction.

Motion/Vote – Approval of Pay Request #5 for Contract 2B of Letters & Numbers

Mr. Kosior made a motion to approve Pay Request #5 for Contract 2B of Letters & Numbers as presented; motion seconded by Mayor Dermody and unanimously carried.

Discharge Permit: Monosol

Melissa Mischke presented Discharge Permit: Monosol. Ms. Mischke stated there are no changes from previous issuance.

Motion/Vote – Approval of Discharge Permit: Monosol

Mr. Kosior made a motion to approve Discharge Permit: Monosol as presented; motion seconded by Mayor Dermody and unanimously carried.

Recommendation for Award for Wastewater Treatment Plant Paving

Melissa Mischke presented Recommendation for Wastewater Treatment Plant Paving. Ms. Mischke stated they sent requests to several firms for plant paving improvements and received two quotes back that were tabulated by NIES Engineering. The quotes were received on October 12, 2023 from Reith Riley and Milestone Contractors North. Ms. Mischke stated Milestone is the apparent lowest bidder and is considered to be qualified and it is the opinion that we should award the lowest and most responsive bidder to Milestone Contractors in the amount of \$74,900.

Motion/Vote – Approval of Recommendation for Wastewater Treatment Plant Paving

Mr. Kosior made a motion to approve Recommendation for Wastewater Treatment Plant Paving as presented; motion seconded by Mayor Dermody and unanimously carried.

Truesdell Reconstruction Pay App

City Engineer Nick Minich presented Truesdell Reconstruction Pay App in the amount of \$640,041.24. This takes the project to approximately 50%. Mr. Minich states everything has been reviewed and recommends approval. Mr. Kosior questioned the timeframe for completion. Mr. Minich stated timeframe is completely dependent on NIPSCO being able to relocate their utilities. Mayor Dermody stated we have been assured by NIPSCO that they will get this done. Mr. Minich stated there are some contingencies in place if they are not able to complete this, in order to at least partially open the road back up, however, NIPSCO has assured they will get it done.

Motion/Vote – Approval of Truesdell Reconstruction Pay App

Mr. Kosior made a motion to approve Truesdell Reconstruction Pay App as presented; motion seconded by Mayor Dermody and unanimously carried.

Mayor Dermody reminded the public that they are waiting on Acme and others to relocate off those poles for that project to be finished.

Bid Opening: 1400 Lake St

City Planner Craig Phillips presented Bid Opening: 1400 Lake St. This is a readvertised bid, and one bid was received. The one bid that was received is from Terry Vittatoe, Moblie PTO, in the amount of \$20,000. Mr. Phillips stated it is submitted on the proper bid form and does meet the minimum bid amount. Mr. Phillips stated his recommendation is for approval of the bid to Terry Vittatoe in the amount of \$20,000 pending staff and legal review of the documents.

Motion/Vote – Approval of Bid: 1400 Lake St

Mr. Kosior made a motion to approve 1400 Lake St Bid pending legal and staff review; motion seconded by Mayor Dermody and unanimously carried.

Unfinished Business

Other Business:

Next regularly scheduled meeting: Wednesday November 8, 2023 at 9 A.M. Fall Clean Up: Monday, October 16th through Friday, October 20th. Trick or Treat: Tuesday, October 31st from 6 P.M. to 8 P.M.

Adjourn

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

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: November 8, 2023