

February 6, 2024

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, February 6, 2024, at 9:00 A.M.

Present: Mayor Dermody, Jessica Romine

Absent: Mark Kosior

Dick Buell led the Pledge of Allegiance

Introduction of Chief Richard Buell

Mayor Dermody recognized former Chief Brettin for his 34 years of service with the department and all he did and accomplished during that time. In addition, Mayor Dermody expressed his excitement for Chief Dick Buell to now be with the City of La Porte and welcomed him.

Swear in New Officer Kyle Poracky

Chief Buell swore in new officer Kyle Poracky. Officer Poracky spoke briefly about himself and expressed his excitement at being able to serve the City of La Porte.

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 January 19, 2024 in the amount of \$520,891.41.

Motion/Vote – Approval of January 19, 2024 Payroll

Ms. Romine made a motion to approve the January 19, 2024 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Payroll from February 2, 2024 in the amount of \$558,753.00.

Motion/Vote – Approval of February 2, 2024 Payroll

Ms. Romine made a motion to approve February 2, 2024 payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Water Claims in the amount of \$117,731.65.

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 \$1,273,562.36.

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.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$349,283.88.

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.

Conflict of Interest Form(s)

Clerk-Treasurer Parthun presented conflict of interest form for Councilman Tim Franke. Clerk-Treasurer Parthun stated Duneland Media has some contracts with the City of La Porte. These are annual disclosure forms that are uploaded to Gateway for full disclosure to the public.

Motion/Vote – Approval of Conflict-of-Interest Forms

Ms. Romine made a motion to approve Conflict of Interest Forms as presented; motion seconded by Mayor Dermody and unanimously carried.

Department Reports

City Planner: City Planner Craig Phillips reported work is ongoing on several grant opportunities for housing and infrastructure. The comprehensive plan process is kicking off, with hopes of bringing more from that plan soon.

Water: Water Superintendent Tim Werner reminded the public they have been very busy with main breaks with all the freezing and thawing. Mr. Werner stated the sand that is left in the yards of residents is not able to be fixed until the end April or May when they are able to get pulverized black dirt. Mr. Werner stated they have been receiving phone calls regarding this and wanted the public to know they do keep a list and once the materials are available, they will be out to fix those lawns.

Wastewater: Wastewater Superintendent Jerry Jackson reported they were inspected by IDEM approximately a week ago and have received the results with no complaints. In addition, Mr. Jackson stated they were fighting a difficult blockage over the weekend on F Street and asked the public to please not flush wipes, even if they state they are flushable.

Streets/Code: Director of Street and Code Jeff Batchelor reported the street department is working on patching potholes and will be fixing the water cuts that were made during the water main breaks. Mayor Dermody questioned how many potholes were filled on the first day. Mr. Batchelor stated there were 700 filled on the first day and 500 on the second day.

Fire: Chief Snyder reported they have received the Safe Haven Baby Box and have reached out to Paul's Construction for an estimate on the installation. Chief Snyder stated they are the original contractors on the building that did all the masonry work. Chief Snyder expressed a huge thank you to Paul's Construction as they have agreed to install the Safe Haven Baby Box at no charge.

Park: Parks and Rec Superintendent Mark Schreiber reminded the public that youth sports registrations are ongoing and continue until March 1, 2024. If rosters are not closed by then, there will be a late fee for registration after this date. Children can be registered at laporteparkandrec.com. T-ball is also offered and the deadline to sign up is May 3, 2024. All information regarding youth sports and registration can be found on laporteparkandrec.com.

Human Resources: Human Resources Director Andrea Smith reported we are one month into the new clinic and although we have experienced a few hiccups, we seem to have passed those. Ms. Smith stated if anyone else has any issues with the clinic they should reach out to her directly and she will work to clear up any issues.

Communications: Communications Director Jess Spoljaric reported the minute and agenda archiving for 2023 is complete and she will be working with the web developer to have files removed from the website, but they will continue to be available through the link on the meetings portal on cityoflaporte.com. In addition, Ms. Spoljaric reported through our partnership with Travel Indian Magazine, we were able to welcome a freelance journalist to the City of La Porte that will be writing a full-page editorial for the Spring edition of the magazine. The city of La Porte will have four full pages of content thanks in part to help from LEAP.

New Business:

Agreement with Rusted Knuckles Car Club for Cruise Night 2024

Executive Assistant Annette Loeffler presented Agreement with Rusted Knuckles Car Club for Cruise Night 2024. The date for the official cruise night will be Saturday June 8, 2024. Ms. Loeffler stated this is the same agreement that we have had in the past. Rusted Knuckles does request the police department provide coverage for this event and they will pay up to \$3,000 to cover the cost of the overtime for these officers. Mayor Dermody questioned Chief Snyder and Chief Buell if they had any concerns. Chief Snyder and Chief Buell had no concerns.

Motion/Vote – Approval of Agreement with Rusted Knuckles Car Club for Cruise Night 2024

Ms. Romine made a motion to approve Agreement with Rusted Knuckles Car Club for Cruise Night 2024 as presented; motion seconded by Mayor Dermody and unanimously carried.

Resolution Concerning the Transfer of Real Estate to the City of La Porte RDC

Director of the La Porte Economic Advancement Partnership Bert Cook presented Resolution Concerning the Transfer of Real Estate to the City of La Porte RDC. City Attorney Nick Otis stated the resolution does not need to be read in its entirety, rather the title should be read and then provide an explanation of what the resolution is. Mr. Cook read the name of the resolution.

R-1-2024-B

**RESOLUTION CONCERNING THE TRANSFER OF REAL ESTATE TO THE
CITY OF LAPORTE REDEVELOPMENT COMMISSION**

Mr. Cook stated this is the property at 150 Pine Lake Ave, known commonly as the Don George property. Mr. Cook stated he believes the Redevelopment Commission is better positioned to help find a solid end use for the property. The RDC funded the demolition of the building that stood on the site previously. Mr. Cook stated this resolution was approved at last night's Council meeting, and if approved by the Board of Public Works, will be presented, and accepted at the RDC board meeting on February 28, 2024.

Motion/Vote – Adopt Resolution R-1-2024-B

Ms. Romine made a motion to Adopt Resolution R-1-2024-B as presented; motion seconded by Mayor Dermody and unanimously carried.

Proposal for Professional Services Agreement with Abonmarche

Water Superintendent Tim Werner presented Proposal for Professional Services Agreement with Abonmarche. Mr. Werner stated this agreement will help to manage and oversee the lead line replacement program in addition to helping apply for grants that are being kicked down by the EPA, IFA, and IDEM. Mr. Werner stated task number one, the data governance, is for three departments: Water, Wastewater, and Engineering. This portion will help build the cartograph and asset management system that will be used throughout the city. The contract for all four tasks is not to exceed \$120,000 a year. Mr. Werner stated the reason this was brought to the board so early is because part of the lead line program is the public outreach, and it is important to begin that portion right away.

Motion/Vote – Approval of Proposal for Professional Services Agreement with Abonmarche

Ms. Romine made a motion to approve Proposal for Professional Services Agreement with Abonmarche as presented; motion seconded by Mayor Dermody and unanimously carried.

Open Bids and Award Contract for Salt Spreader

Director of Streets and Code Jeff Batchelor presented two bids for a salt spreader for a pickup truck.

\$9,225 – Stainless Steel

\$9,678 – Poly Hopper

Mr. Batchelor stated his recommendation is to go with the stainless-steel salt spreader, which is the cheaper option. Mr. Batchelor stated the salt spreader is necessary as they are dealing with downed plow trucks, and this will provide an alternative avenue to continue to spread salt, as necessary.

Motion/Vote – Approval Open Bids and Award Contract for Salt Spreader

Ms. Romine made a motion to approve the stainless steel salt spreader as presented; motion seconded by Mayor Dermody and unanimously carried.

Quotes for Sign Machine

Director of Streets and Code Jeff Batchelor presented Quotes for Sign Machine. Mr. Batchelor stated the Street Department used to have a sign shop, but they no longer do. Last year the street department spent almost \$22,000 buying signs. Mr. Batchelor stated they received two quotes for a sign machine.

Osborne Associates – \$21,747.

Michael Todd - \$56, 596.33.

Mr. Batchelor stated they reached out to Traffic Control Specialists, and they did not offer a bid. Mr. Batchelor recommends approval of the sign machine from Osborne Associates in the amount of \$21,747. Mayor Dermody questioned what types of signs will be able to be produced with this. Mr. Batchelor stated they will be able to make any signs that are needed.

Motion/Vote – Approval Quotes for Sign Machine

Ms. Romine made a motion to approve Quotes for Sign Machine as presented; motion seconded by Mayor Dermody and unanimously carried.

Bids for Snowplow

Director of Streets and Code Jeff Batchelor presented Bids for Snowplow. This bid is for two snowplows and Sourcewell was used. Mr. Batchelor stated the cost for the chassi is \$164,206.34. The equipment package cost is \$163,145.50 for a total purchase price of \$327,351.84 per snowplow. Clerk-Treasurer Parthun stated this will be paid for from the CCD fund. A fire lease being paid from these funds, approximately \$104,00 per year, was paid off in January and these funds will now pay for this. Clerk-Treasurer Parthun stated they are currently working with Indiana Bond Bank to finance this on a short-term basis to get it paid off as quickly as possible.

Motion/Vote – Approval of Bids for Snowplow

Ms. Romine made a motion to approve Bids for Snowplow as presented; motion seconded by Mayor Dermody and unanimously carried.

Receive Bids and Award Contract for Body Worn Cameras

Captain Brettin presented Receive Bids and Award Contract for Body Worn Cameras. Captain Brettin recognized Mental Health Professional Caitlyn Kalisik on her grant writing to help with the funding for the cameras. Captain Brettin stated the benefits to the Utility cameras versus the Axon cameras are better. The Utility cameras detect certain motions and therefore know when an officer may go down whereas the Axon cameras would have to be activated by the push of a button to notify if an officer has gone down. In addition, the data that is collected via the Utility cameras is the property of the LPPD whereas the data collected via Axon cameras is property of the company and can be purchased if the contract were terminated. In addition, Utility will provide the modems and any equipment that is needed for the number of officers we have at any given point, including potential growth within the department. Axon will provide the equipment for the number of officers at this time and any additional equipment needs would be an additional cost. Essentially, all the features are available with both companies, but with Axon there is an additional cost, whereas Utility is all included. Captain Brettin stated his recommendation is Utility. The grant coverage is for four years; however, the contract term is five years. Chief Brettin stated Utility will give the city 12 months to pay the additional cost not covered by the grant. The cost for the final year is \$44,000 for Axon and \$70,000 for Utility. Mayor Dermody questioned where the funds would come from to pay for the fifth year. Chief Brettin stated the final decision would be up to Chief Buell, however, it was previously discussed with Clerk-Treasurer Parthun that the Federal Seized funds would be used to cover the additional cost. Clerk-Treasurer Parthun stated we do have to follow federal procurement guidelines with those seized funds, and she believes this would fall within those guidelines as capital cost. City Attorney Nick Otis expressed his appreciation for these cameras from a legal standpoint and how beneficial they are to any court case that may arise. IT Director Roscoe Hoffman spoke briefly about his experience working with these cameras during his time working for La Porte County.

Motion/Vote – Approval of Purchase of Body Worn Cameras

Ms. Romine made a motion to approve the purchase of Body Worn Cameras as presented; motion seconded by Mayor Dermody and unanimously carried.

Motion/Vote - Approval of Acceptance of Grant for Body Worn Cameras

Ms. Romine made a motion to approve Acceptance of Grant for Body Worn Cameras as presented; motion seconded by Mayor Dermody and unanimously carried.

Approval of CDBG PY 2023 Public Service Grant Agreement with: Catholic Charities, Dunebrook, and Youth Service Bureau

CDBG Manager Mary Ann Richards presented Approval of CDBG PY 2023 Public Service Grant Agreement with: Catholic Charities, Dunebrook, and Youth Service Bureau. Ms. Richards

stated we have contracted with them in the past and the grant agreements are the standard grant agreements required by HUD. Ms. Richards stated these are for the program year 2023 or fiscal year 2024. The program begins October 1, 2023, and goes through to September 30, 2024. Ms. Richards stated these are late getting out due to the action plan not being approved by HUD until December 2023. Mayor Dermody said he does not want to approve anything beyond September 2024 without first discussing whether these funds can be used internally to help citizens or residents with mental health concerns. Mayor Dermody recognized the value these organizations have within the community and how wonderful they are to have but would like to review other potential avenues for these funds in the future. Ms. Richards stated they would need to sit down as soon as next month to discuss this further as the budget is submitted in May to the federal government.

Motion/Vote – Approval of CDBG PY 2023 Public Service Grant Agreement with: Catholic Charities, Dunebrook, and Youth Service Bureau

Ms. Romine made a motion to approve CDBG PY 2023 Public Service Grant Agreement with Catholic Charities, Dunebrook, and Youth Service Bureau as presented; motion seconded by Mayor Dermody and unanimously carried.

Approval/Extension of CDBG PY 2022 Public Service Grant Agreement with Swanson Center (PATH)

CDBG Manager Mary Ann Richards presented Approval/Extension of CDBG PY 2022 Public Service Agreement with Swanson Center (PATH). Ms. Richards stated due to staffing shortages, the Swanson Center was unable to submit timely monthly reimbursement reports. They are now fully staffed, and Ms. Richards stated she would like to get them caught up, for the work that was done. Mayor Dermody questioned how much this would cost. Ms. Richards stated it is approximately \$28,000 and the contract is for approximately \$33,000. Ms. Richards stated they were short a case manager and staff accountant. Mayor Dermody questioned who did what work. Ms. Richards stated their outreach worker and PATH Coordinator did the work and it was up to the staff accountant to put together the payment request and submit. The staff accountant position was vacant for approximately nine months. Ms. Romine stated in her professional experience, she sees the need to fill these types of vacant positions, especially for non-profits and that it is difficult to do. Mayor Dermody questioned if there was something that could be done to ensure the timely filing of requests for reimbursement. Ms. Richards said she wants to include a deadline in the grant agreement requiring timely submittal of invoice for reimbursement. Mayor Dermody stated he felt that was fair.

Motion/Vote – Approval of Approval/Extension of CDBG PY 2022 Public Service Grant Agreement with Swanson Center (PATH)

Ms. Romine made a motion to approve Approval/Extension of CDBG PY 2022 Public Service Grant Agreement with Swanson Center (PATH) as presented; motion seconded by Mayor Dermody and unanimously carried.

Approval of CDBG PY 2023 Public Service Agreement with Swanson Center (PATH)

CDBG Manager Mary Ann Richards presented Approval/Extension of CDBG PY 2023 Public Service Agreement with Swanson Center (PATH). Ms. Richards said PATH is the only program in the county that does homeless outreach. They work hard to get homeless people housed and get them involved in mental health services. This request is for approval of the grant agreement.

Motion/Vote – Approval of Approval of CDBG PY 2023 Public Service Agreement with Swanson Center (PATH)

Ms. Romine made a motion to approve Approval of CDBG PY 2023 Public Service Agreement with Swanson Center (PATH) as presented; motion seconded by Mayor Dermody and unanimously carried.

Engineering Proposal for the Park St and 18th St Preliminary Engineering Report

Wastewater Superintendent Jerry Jackson presented Engineering Propossal for the Park St and 18th St Preliminary Engineering Report. The preliminary engineering work has been done on this due to time constraints on the grant. Mr. Jackson stated his request is for approval of the preliminary engineering report.

Motion/Vote – Approval of Engineering Proposal for the Park St and 18th St Preliminary Engineering Report

Ms. Romine made a motion to approve Engineering Proposal for the Park St and 18th St Preliminary Engineering Report as presented; motion seconded by Mayor Dermody and unanimously carried.

Partial Invoice for the Park St and 18th St Preliminary Engineering Report Work

Wastewater Superintendent Jerry Jackson presented Partial Invoice for the Park St and 18th St Preliminary Engineering Report in the amount of \$12,852.50. Mr. Jackson stated the total agreement is for \$25,000 and this invoice represents a fraction of the work. Clerk-Treasurer Parthun clarified the funds to pay for this would come from an additional appropriation that was requested from the general fund. Mr. Jackson stated this would pay for the 18th St portion and the portion to pay for Park St would come from the Park St Grant.

Motion/Vote – Approval Partial Invoice for the Park St and 18th St Preliminary Engineering Report Work

Ms. Romine made a motion to approve Partial Invoice for the Park St and 18th St Preliminary Engineering Report W

Engineering Proposal for Sanitary Sewer for 400 18th St

Wastewater Superintendent Jerry Jackson presented Engineering Proposal for Sanitary Sewer for 400 18th St. Mr. Jackson stated this is for the actual engineering designs to build construction drawings. This is for civil engineering services for the gravity sewer extension serving the 18th street service and is \$66,000. A portion of these funds will come from the Civil City budget and a portion will come from the Wastewater bond funds.

Motion/Vote – Approval of Engineering Proposal for Sanitary Sewer for 400 18th St

Ms. Romine made a motion to approve Engineering Proposal for Sanitary Sewer for 400 18th St as presented; motion seconded by Mayor Dermody and unanimously carried.

Engineering Proposal for Sanitary Sewer and Water Design for Park St Triangle Subdivision

Wastewater Superintendent Jerry Jackson presented Engineering Proposal for Sanitary Sewer and Water Design for Park St Triangle Subdivision. Mr. Jackson stated this is the same as 18th St but for the Park St portion.

Motion/Vote - Approval of Engineering Proposal for Sanitary Sewer and Water Design for Park St Triangle Subdivision

Ms. Romine made a motion to approve Engineering Proposal for Sanitary Sewer and Water Design for Park St Triangle Subdivision as presented; motion seconded by Mayor Dermody and unanimously carried.

Pay Request #8 – Letters and Numbers Contract 2A

Wastewater Superintendent Jerry Jackson presented Pay Request #8 – Letters and numbers in the amount of \$72,485. This brings the project to 72%. Ms. Romine questioned if the project is staying on the projected timeline. Mr. Jackson stated it is and is expected to be completed in the spring.

Motion/Vote – Approval of Pay Request #8 – Letters and Numbers Contract 2A

Ms. Romine made a motion to approve Pay Request #8 – Letters and Numbers Contract 2A as presented; motion seconded by Mayor Dermody and unanimously carried.

Pay Request #8 – Letters and Numbers Contract 2B

Wastewater Director Jerry Jackson presented Pay Request #8 – Letters and Numbers Contract 2B in the amount of \$3,325. This contract is for the paving portion and brings the project to 55%.

Pay Request #9 – Letters and Numbers Contract 2A

Wastewater Superintendent Jerry Jackson presented Pay Request #9 – Letters and Numbers in the amount of \$63,462.19. This brings the project to 75%.

Motion/Vote – Approval of Pay Request #9 – Letters and Numbers Contract 2A

Ms. Romine made a motion to approve Pay Request #9 – Letters and Numbers Contract 2A as presented; motion seconded by Mayor Dermody and unanimously carried.

Pay request #9 – Letters and Numbers Contract 2B

Wastewater Superintendent Jerry Jackson presented Pay Request #9 – Letter and Numbers Contract 2B in the amount of \$388,787.92. This brings the project to 70%.

INDOT-LPA for Des. No. 1900831 (Chessie Trail @ NS Railroad)

City Engineer Nick Minich presented INDOT-LPA for Des. No. 1900831. Mr. Minich stated this has already been signed electronically by Mayor Dermody and is requesting retroactive approval. Mr. Minich said this section of Chessie Trail was pulled out of the rest of the construction at Norfolk Southern. Mr. Minich stated they have been working with NIRPC and INDOT to make this a separate project. This will allow us to get through the process with Norfolk Southern without ongoing railroad coordination delaying the rest of the project.

Motion/Vote – Approval of INDOT-LPA for Des. No. 1900831 (Chessie Trail @ NS Railroad)

Ms. Romine made a motion to approve INDOT-LPA for Des. No. 1900831 (Chessie Trail @ NS Railroad) as presented; motion seconded by Mayor Dermody and unanimously carried.

Truesdell Change Order #2

City Engineer Nick Minich presented Truesdell Change Order #2 in the amount of \$667,757.17. Mr. Minich stated this looks like a large change order, however, \$424,000 of this is for a redevelopment project without an executed contract. Once the contract for that project has been executed, these funds will be moved to that project through an additional change order within the next month or two. This will also ensure that we do not hit the cap on change orders for this project. Additionally, this includes the extra parking supported through the UEA and other changes.

Motion/Vote – Approval of Truesdell Change Order #2

Ms. Romine made a motion to approve Truesdell Change Order #2 as presented; motion seconded by Mayor Dermody and unanimously carried.

Truesdell Pay Application #5 (RR Invoice #9)

City Engineer Nick Minich presented Truesdell Pay Application #5 (RR Invoice #9) in the amount of \$810,013.33 and recommends approval.

Motion/Vote – Approval of Truesdell Pay Application #5 (RR Invoice #9)

Ms. Romine made a motion to approve Truesdell Pay Application #5 (RR Invoice #9) as presented; motion seconded by Mayor Dermody and unanimously carried.

Acceptance/Rejection of Bid for Beechwood Lakes and Beechwood Golf Course

City Planner Craig Phillips presented Acceptance/Rejection of Bid for Beechwood Lakes and Beechwood Golf Course. Mr. Phillips stated one bid was received and opened at the last meeting and that it has been reviewed and determined that it does not meet the minimum bid amount of \$1.865 million. Mr. Phillips stated his recommendation at this time is to reject the bid at this time and allow time to revisit the project to determine if we would like to rebid or continue negotiations beyond that. Mayor Dermody stated his expectation is that this project is a top priority between Beechwood Golf Course and Beechwood Lakes.

Motion/Vote – Rejection of Bid for Beechwood Lakes and Beechwood Golf Course

Ms. Romine made a motion to reject Bid for Beechwood Lakes and Beechwood Golf Course as presented; motion seconded by Mayor Dermody and unanimously carried.

Unfinished Business

Tabled: Proposal for Professional Engineering Services

Other Business:

Next regularly scheduled meeting: Wednesday February 21, 2024 at 9 A.M.

Adjourn

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

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: February 21, 2024