

February 2, 2021

The Board of Public works and Safety met via zoom and Facebook on Tuesday February 2, 2021 at 9am.

Present: Mayor Dermody, Jessica Romine and Mark Kosior

Absent: None

Pledge of Allegiance

Code Director Jeff Batchelor led the Pledge of Allegiance

Approval of Minutes

Each member received an advance copy of the minutes from January 20, 2021 meeting, Mayor Dermody asked if there were any additions or corrections.

Motion/Vote – Approval of Minutes

Mr. Kosior moved to approve the minutes as presented; motion seconded by Ms. Romine and unanimously carried.

Public Comment

None at this time

Clerk-Treasurer

Claims Approval

Clerk-Treasurer Courtney Parthun presented Payroll from January 22, 2021 in the amount of \$403,979.95.

Motion/Vote – Approval of Payroll 1-22-21

Mr. Kosior moved to approve Payroll from 1-22-21 as presented; motion seconded by Ms. Romine and unanimously carried.

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$58,482.75.

Motion/Vote – Approval of Sewage Claims

Mr. Kosior moved 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 \$21,987.22.

Motion/Vote – Approval of Water Claims

Mr. Kosior moved 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 \$704,723.78.

Motion/Vote – Approval of Civil City Claims

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

Department Reports

Transporte: Transporte Manager Beth West noted they are still working on their year end reports and cross training drivers as dispatchers.

Code: Code Director Jeff Batchelor stated they are looking at vacant properties and the receiver has taken over at 701 Maple Avenue.

Street: Street Director Mike Frazee stated they are cleaning up the snow and working on some patching.

Water: Water Director Tim Werner stated they are still working on their Scada upgrade and reported that he will have 2 operators retiring at the end of May.

Park: Park Director Mark Schreiber noted that Winterfest had great attendance and thanked everyone for coming out for the events, youth sports registration is still going on, the ice rink is open and reminded residents not to dump their personal trash in the parks.

Police: Police Chief Paul Brettn stated they have made an offer for employment to Jordan Petty and their Street Crimes Unit is up and running.

HR: Human Resource Director Jen Noll stated there is a job opening for a driver/operator at the Street Department and it does require a CDL license.

City Planner: City Planner Tom Casey noted the Heart of La Porte Plan was presented to the Health Care Foundation and downtown businesses.

L.E.A.P.: Bert Cook stated there will be a legislative meeting via Zoom on February 19th.

Fire: Fire Chief Andy Snyder noted that all of their personnel are back on duty and the 3 newest hires will start the academy on March 1st.

Sewage: Wastewater Director Jerry Jackson stated they have advertised for cash rent for Head Creek Property, Lakeside Sewer Relocation Project is still progressing and will have a recommendation for Engineering for the letter and number street at next meeting.

Communications: Communications Director Jess Bruder noted she is working on the website and they have started a new social media called Feedback Friday.

Engineering: City Engineer Nick Minich stated they are working on design projects and that they will apply for the Community Crossing Grant for paving in July.

Public Comment

Lisa Pierzakowski commented on Facebook “Thank You Street Crime Officers”

Chris Clinard commented on Facebook “Winterfest Glow in the Dark Scavenger Hunt was a lot of fun!”

New Business

Special Council-Mark Worthly Law

City Attorney Nick Otis stated that the City will retain Mark Worthly to help with the Planning Commission and the Board of Zoning with a monthly rate of \$1000.00.

Motion/Vote – Approve Special Council-Mark Worthly Law

Mr. Kosior moved to approve the Special Council, Mark Worthly as presented; motion seconded by Ms. Romine and unanimously carried.

Permission to Purchase Oil

Street Director Mike Frazee asked the Board's permission to purchase oil in the amount of \$5,850 for the total tank so they may be able to fill potholes in the winter months. The purchase will come out of the MVH Restricted Fund.

Motion/Vote – Approve Permission to Purchase Oil

Mr. Kosior moved to approve the purchase of oil as presented; motion seconded by Ms. Romine and unanimously carried.

2021 Certifications and Assurances

Transportation Manager Beth West presented the 2021 Certifications and Assurances which basically states that we will be funded and will follow the guidelines set by NIRPC and the Federal Government. The Mayor, Clerk-Treasurer and the City Attorney have to sign.

Motion/Vote – Approve 2021 Certifications and Assurances

Ms. Romine moved to approve the 2021 Certifications and Assurances as presented; motion seconded by Mr. Kosior and unanimously carried.

2021 Certifications of Financial Capacity and Local Share Availability

Transportation Manager West stated the 2021 Certifications of Financial Capacity and Local Share Availability states that we stay in the Federal, State and Local guidelines. The Mayor and the City Attorney need to sign.

Motion/Vote – Approve 2021 Certifications of Financial Capacity and Local Share Availability

Mr. Kosior moved to approve the 2021 Certifications of Financial Capacity and Local Share Availability as presented; motion seconded by Ms. Romine and unanimously carried.

Magellan Prescription Management

HR Director Jen Noll stated the Self-Insured Reporting is a business associate of APTA who is our care management team for our insurance program is. This authorization is for the plan to share health

information with Self-Insured Reporting so that we can receive predictive modeling reporting from APTA which we use to make changes to the plan for the future years.

Motion/Vote – Approve Magellan Prescription Management

Ms. Romine moved to approve the Magellan Prescription Management as presented; motion seconded by Mr. Kosior and unanimously carried.

Non-Disclosure Agreement

HR Director Noll stated this is a non-disclosure agreement for the Self-Insured Reporting Agreement that is between UMR, APTA and Self-Insured Reporting.

Motion/Vote – Approve Non-Disclosure Agreement

Mr. Kosior moved to approve the Non-Disclosure Agreement as presented; motion seconded by Ms. Romine and unanimously carried.

New Job Description-Park Department

HR Director Noll presented a new job description for a girl's fast pitch softball supervisor for approval.

Motion/Vote – Approve New Job Description-Park Department

Ms. Romine moved to approve the New Job Description for the Park Department as presented; motion seconded by Mr. Kosior and unanimously carried.

East Isles Agreement

HR Director Noll stated that East Isles is part of our captive program. Craig Menne with GIS Insurance explained the agreement that includes the Berkley Stop Loss.

Motion/Vote – Approve East Isles Agreement

Mr. Kosior moved to approve the East Isles Agreement as presented; motion seconded by Ms. Romine and unanimously carried.

Revised Act of Health Renewal

HR Director Noll stated APTA is the program manager for our self-insured plan and we are revising it to include a Springbuk fee.

Motion/Vote – Approve Revised Act of Health Renewal

Ms. Romine moved to approve the revised Act of Health Renewal as presented; motion seconded by Mr. Kosior and unanimously carried.

Modification Agreements for the CDBG COVID Grants

Community Development Program Manager Mary Ann Richards asked the Board to extend the term of the following grants: Catholic Charities extend to September 30th, Center Township Trustee extend to June 30th and La Porte Community Schools extend until February 15th.

Motion/Vote – Approve Modification Agreements for the CDBG COVID Grants

Ms. Romine moved to approve the Modification Agreements for the CDBG COVID Grants as presented; motion seconded by Mayor Dermody with Mr. Kosior abstaining.

Unfinished Business

None

Other Business

Mr. Kosior mentioned that he was one of the inaugural members of Frosty' s Frozen Ride

Mayor Dermody stated that hopefully the next Board of Works meeting will be in person.

Adjourn

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

Approve: _____
Thomas P Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: February 17, 2021