

**March 3, 2020**

The Board of Public works and Safety met in regular session in the Council Chambers on Tuesday March 3, 2020 at 9:00am.

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

**Absent:** None

**Pledge of Allegiance**

Street Director Mike Frazee led the Pledge of Allegiance

Mayor Dermody asked to amend the agenda to include opening the quote for the demolition of the garage at 1515 5<sup>th</sup> Street.

**Motion/Vote – Approve Amending Agenda**

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

**Approval of Minutes**

As each Member received an advance copy of the minutes from the February 19, 2020 meeting, Mayor Dermody noted they would dispense with the reading of the same and asked if there were any additions or corrections.

**Motion/Vote – Approve Minutes**

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

**Public Comment**

Larry Pinkerton of 1612 L Street stated he is in favor of the Park Street Renovations and for the overpass however he is concerned about closing crossings to have quiet zones.

Mr. Minich stated that closing crossings is not the only way to have quiet zones, you can improve the crossings also.

**Clerk-Treasurer**

**Claims Approval**

Courtney Parthun, Clerk-Treasurer, presented Civil City Claims in the amount of \$848,135.98. She noted these include PERF from the February 21, 2020 Payroll, TIF 3 Bond Payments and Temporary Loans to the Police and Fire Pensions.

**Motion/Vote – Approve Civil City Claims**

Mr. Kosior moved to approve Civil City Claims in the amount of \$848,135.98; motion seconded by Ms. Romine and unanimously carried.

The Clerk-Treasurer presented Sewage Claims in the amount of \$132,766.56. She noted these include the PERF from the February 21, 2020 Payroll.

**Motion/Vote – Approve Sewage Claims**

Ms. Romine moved to approve Sewage Claims in the amount of \$132,766.56; motion seconded by Mr. Kosior and unanimously carried.

The Clerk-Treasurer presented Water Claims in the amount of \$41,202.14. She noted these include PERF from the February 21, 2020 Payroll.

**Motion/Vote – Approve Water Claims**

Mr. Kosior moved to approve the Water Claims in the amount of \$41,202.14; motion seconded by Ms. Romine and unanimously carried.

The Clerk-Treasurer presented Payroll for February 21, 2020 in the amount of \$410,909.55.

**Motion/Vote -Approve Payroll 2-21-20**

Mr. Kosior moved to approve Payroll for February 21, 2020 in the amount of \$410,909.55; motion seconded by Ms. Romine and unanimously carried.

**Department Reports**

**Police:** Police Chief Paul Brettin updated the Board on the window project and stated he is hoping to have the lobby open by the first of May. Also, Officer Jaskowiak was injured with a broken leg and was just released to light duty so he will be assigned to the La Porte Drug task Force to help with paperwork. Chief Brettin noted they had 11 participants for the agility test where 9 passed and moved on to the written test where 8 passed. The Body Cam Server will be delivered this week and they are hoping to have the body cams operational by early summer.

**Fire:** Fire Chief Andy Snyder noted Jacob Cooney started February 18, 2020.

**Street:** Street Director Mike Frazee stated INDOT would like to use Boyd Blvd as a detour from June 11- June 16<sup>th</sup> because they are closing and working on State Road 4 from Boyd to Hwy 6. Mr. Frazee stated they have been working on taking trees down, filling potholes and they will be starting street sweeping this week.

**Sewage:** Wastewater Director Jerry Jackson stated FEMA is working on their flood plan elevation for the lake system.

**Engineering:** City Engineer Nick Minich stated there is an upcoming Local Tracks Meeting where they will discuss the Tipton Overpass. He mentioned they received ten letters of interest for the Park Street Project and he mentioned that the North South Corridor La Porte County Website is up and running.

**HR:** Human Resource Director Jen Noll stated she is working on job descriptions and there is a mandatory safety rally for all employees on March 10, 2020 at 8:30 am at the Civic.

**Park:** Park Director Mark Schreiber stated March 6, 2020 is the sign-up deadline for boy's baseball and girls' softball. The deadline to sign up for adult softball is March 13, 2020. Mr. Schreiber stated they are hoping to have all the documents ready for a public viewing on March 13<sup>th</sup> on the Stone Lakeshore Project and are hopeful to get an approval from the Park Board on March 18, 2020. Mr. Schreiber also noted they had strong attendance at the Civic.

**Code:** Code Director Jeff Batchelor noted they are still plugging along with 844 violations to date.

**L.E.A.P.:** Executive Director for the La Porte Economic Advancement Partnership Bert Cook introduced Jordan Snyder as their new administrative assistant who will replace Sylvia Espinosa who retires at the end of April. Ms. Snyder's hours will be Monday through Friday from 8:30am-4:30pm.

### **New Business**

#### **Request for Use: LP Jaycees Arts and Crafts Festival**

Ross Ratliffe from the Jaycees requested permission to use electricity along the parking lot along Monroe and State Street on June 27<sup>th</sup> for their annual Arts & Crafts Festival.

#### **Motion/Vote – Approve Request for Use: LP Jaycees Arts and Crafts Festival**

Mr. Kosior moved to approve the Request to use electricity for the Jaycees Arts and Crafts Festival as presented; motion seconded by Ms. Romine and unanimously carried.

#### **Request for Use: LP Jaycees 4<sup>th</sup> of July Parade**

The Jaycees are requesting road closures for the 2020 July 4<sup>th</sup> Parade. The parade will begin at 10am with a theme of '2020 Our Vision, Our Community, La Porte Proud'.

#### **Motion/Vote – Approve Request for Use: LP Jaycees 4<sup>th</sup> of July Parade and INDOT Concurrence Form**

Ms. Romine moved to approve the Request for Road Closures and the INDOT Concurrence form for the 2020 July 4<sup>th</sup> Parade as presented; motion seconded by Mr. Kosior and unanimously carried.

#### **Request for Signature: LP Jaycees Flyover**

Annette Loeffler, Mayor's Assistant, requested the Board's signature stating we are acknowledging the LP Jaycees Flyover Request.

#### **Motion/Vote – Approve Request for Signature for LP Jaycees Flyover**

Mr. Kosior moved to approve the Request for Signatures acknowledging the LP Jaycees Flyover Request; motion seconded by Ms. Romine and unanimously carried.

#### **Segregated Account Program/Agreement**

Ms. Noll stated East Isles is the company that handles the financials for our Captive Insurance which is our Stop Loss Insurance Policy over our Group Medical. The first document is the Confidential Information Statement that remains unchanged and the second document is the Account Program Agreement that says we want to continue with the program. Ms. Noll asked the Board to approve for us to take part in the Stop Loss Policy and have East Isles Reinsurance Company as the Segregated Account Program Manager.

### **Motion/Vote – Approve Segregated Account Program/Agreement**

Ms. Romine moved to approve the Segregated Account Program/Agreement as presented; motion seconded by Mr. Kosior and unanimously carried.

### **Request to Open City Hall at 9:30 am on Tuesday March 10<sup>th</sup>**

Ms. Noll asked the Boards permission to open City Hall and the Park Offices at 9:30 am on Tuesday March 10<sup>th</sup> so our employees may attend a mandatory safety rally at the Civic Auditorium.

### **Motion/Vote – Approve Request to Open City Hall at 9:30 on Tuesday March 10<sup>th</sup>**

Mr. Kosior moved to approve the Request to Open City Hall at 9:30am on Tuesday March 10<sup>th</sup> as presented; motion seconded by Ms. Romine and unanimously carried.

### **Independent Contractor Agreement**

Mayor Dermody presented an Independent Contractor Agreement from April 1<sup>st</sup> to December 31<sup>st</sup> for our new Communications Director. Then starting in January of 2021, they will become an employee on the salary ordinance.

### **Motion/Vote – Approve Independent Contractor Agreement**

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

### **Approval of Professional Services: BAC Marketing**

Mary Ann Richards, Community Development Program Manager, stated they will be having their 3<sup>rd</sup> Annual Housing Fair on April 18<sup>th</sup> at the Civic Auditorium and she asked for three quotes for social meeting marketing and received two. One from VIA in the amount of \$3441 and one from BAC in the amount of \$2425. She is asking the Boards permission to Hire BAC Marketing out of Michigan City in the amount of \$2425 to do the social meeting marketing for the event.

### **Motion/Vote – Award Professional Services Contract: BAC Marketing**

Ms. Romine moved to award Professional Services Contract to BAC Marketing in the amount of \$2425; motion seconded by Mr. Kosior and unanimously carried.

### **Fire Station No.3 Pay Applications #1 & #2**

Mr. Minich presented Fire Station No.3 Pay Application #1 in the amount of \$206,450.05 and Pay Application #2 in the amount of \$158,688.13.

### **Motion/Vote – Approve Fire Station No.3 Pay Applications #1 & #2**

Mr. Kosior moved to approve Fire Station No.3 Pay Application #1 in the amount of \$206,450.05 and Pay Application #2 in the amount of \$158,688.13; motion seconded by Ms. Romine and unanimously carried.

### **Request of Special Board of Works Meeting: Award 2020 Street Paving**

Mr. Minich stated they will be opening the Street Paving Bids on Thursday March 5<sup>th</sup> and would like to request a special Board of Works meeting on Friday March 6<sup>th</sup> at 10:30am to award the Street Paving Project.

**Motion/Vote – Approve Request of Special Boar of Works Meeting: Award 2020 Street Paving**

Mr. Kosior moved to approve the request for a special Board of Works meeting to award the 2020 Street Paving Project as presented; motion seconded by Ms. Romine and unanimously carried.

**Basement Protection Grant: 820 E Street**

Mr. Jackson presented a Basement Backup Protection Grant for 820 E Street. The City pays the first \$1500 of fixing the customers plumbing issues due to water backing up into their basements.

**Motion/Vote – Approve Basement Protection Grant: 820 E Street**

Ms. Romine moved to approve the Basement Backup Protection Grant for 820 E Street; motion seconded by Mr. Kosior and unanimously carried.

**Unfinished Business**

None

**Other Business**

**Open Quotes for Demolition of Garage at 1515 5<sup>th</sup> Street**

Mr. Minich opened the following quotes for the Demolition of a garage at 1515 5<sup>th</sup> Street:

Pavey Excavating	\$1675
J. Shoffner	\$4020

Mr. Minich noted this is a court ordered and the work would need to be completed within sixty days. He recommends awarding the Demolition Project to Pavey Excavating in the amount of \$1675 and it will be paid out of the unsafe building fund.

**Motion/Vote – Award Demolition of Garage at 1515 5<sup>th</sup> Street: Pavey**

Ms. Romine moved to approve the opened quotes for the Demolition of the garage at 1515 5<sup>th</sup> Street and award the Project to Pavey Excavating in the amount of \$1675; motion seconded by Mr. Kosior and unanimously carried.

Mayor Dermody announced the new City Planner, Tom Casey, will start on Tuesday March 10<sup>th</sup>

**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: March 17, 2020

