

## **August 18, 2020**

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday August 18, 2020 at 9am.

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

**Absent:** None

### **Pledge of Allegiance**

Clerk-Treasurer Courtney Parthun led the Pledge of Allegiance

### **Approval of Minutes**

Each member received an advance copy of the minutes from the August 4, 2020 meeting. Mayor Dermody asked if there were any additions or corrections.

### **Motion/Vote – Approval of Minutes**

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

### **Public Comment**

None

### **Clerk-Treasurer**

#### **Claims Approval**

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$255,405.36. She noted they submitted almost \$30,000 of COVID reimbursables.

### **Motion/Vote – Approval of Civil City Claims**

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

The Clerk-Treasurer presented Payroll for August 7, 2020 in the amount of \$415,721.62

### **Motion/Vote – Approval of Payroll 8-7-20**

Mr. Kosior moved to approve Payroll for August 7,2020 as presented; motion seconded by Ms. Romine and unanimously carried.

The Clerk-Treasurer presented a Health Insurance refund in the amount of \$1.09

### **Motion/Vote – Approval of Health Insurance Refund**

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

The Clerk-Treasurer presented Sewage Claims in the amount of \$147,805.91

### **Motion/Vote – Approval of Sewage Claims**

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

The Clerk-Treasurer presented Water Claims in the amount of \$136,058.56

### **Motion/Vote – Approval of Water Claims**

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

### **Department Reports**

**Code:** Code Director Jeff Batchelor stated they finished up the first \$20,000 UEA Grant that yielded 47 dumpsters. Three dumpsters were donated, and the City received another \$10,000 Grant from the UEA, and the dumpsters are located at Streiter's off Waverly Rd and Maple Lane Mall. He asked the residents not to leave items if dumpsters are full. He also noted they have had 3100 violations year to date.

**Transporte:** Transporte Manager Beth West stated she is working on the PMTF Grant Application. Also, COVID money has been released by NIPRC and they will be purchasing a new bus, equipment and PPE's. She also noted they are waiting on Medicare's approval to have dialysis patients on the buses. She is working Tom Casey on wrapping the buses with the new logo when it is released this fall.

**Street:** Street Director Mike Frazee stated they are working on crack sealing and cutting trees.

**Police:** Police Chief Paul Brettin noted the electronic reporting is moving forward. He reported five officers are doing psych evaluation and physicals and will go to the academy in January.

**Water:** Water Director Tim Werner stated they are working on their risk assessment and water audit for IDEM.

**Sewage:** Wastewater Director Jerry Jackson noted they opened bids on Friday August 21, 2020 for the Lakeside Project, new ignition software is being installed, the Commonwealth estimate for the letter an number streets came in at 2.8 million and they are planning on adding that to their capital plan and figure how and when they can start. Finally, he noted that Sarah Nimetz from Engineering is working on a plan for trees.

**Fire:** Fire Chief Andy Snyder stated they delivered the fire truck to Arkansas however on the trip down there, there was a theft on the truck, and they are working with the insurance company. Also, Jacob Kazmierczak will start on August 24, 2020 and that will bring the department to full staff of 45.

**Parks:** Park Director mark Schreiber stated they will be doing a tree inventory in September, Tennis Court Renovations at Kesling and Rumely have started, removed trees at Kiwanis/Teledyne for their erosion project which includes installing a natural sea wall, the amphitheater work is finishing up, working on accessible walkway at Clark Park, Water Bottle Filling Station over by Clear Lake, Stone Lake

Shoreline improvements are moving along and Boardwalk is moving along. Finally, the last Foodie Tuesday for the year is today (August 18, 2020).

**Engineering:** City Engineer Nick Minich stated the Boardwalk is moving forward, environmental clean up project is continuing at NewPorte Landing, 1<sup>st</sup> round of street paving is almost done with the 2<sup>nd</sup> round starting soon, Lakeshore Drive Project looking to be completed by end of summer except for the pedestrian bridge, Tyler Street will be milling by end of the week and paving should be done by September 4, 2020.

Dustin Johnson via Facebook asked when Kingsbury Avenue would be getting sidewalks and stated there needs to be better Police Patrol in that area for speeders.

Mr. Minich stated they are working on a grant with the Healthcare Foundation to work on the sidewalks.

Mayor Dermody and Police Chief Brettin noted the Police Department is short handed and Ms. Romine stated that Mr. Johnson could contact the Traffic Commission.

**City Planner:** City Planner Tom Casey stated they are working on a couple amendments for the sign ordinance as well as requiring all smoke shops to have a special use application. He also noted they received \$10,000 grant for the crosswalk design from Horizon Bank and they are working on the rebranding and outlining the new website.

## **New Business**

### **Request for Use: YMCA Event**

The YMCA requested to use six parking spaces on Monroe for a Police and Fire Event on September 20, 2020.

### **Motion/Vote – Approve Request for Use: YMCA**

Ms. Romine moved to approve the Request for Use for the YMCA Event as presented; motion seconded by Mr. Kosior and unanimously carried.

### **Popeye's Variance/Special Exemptions Summary**

City Attorney Nick Otis stated this is for the current Fire Station Property on Boyd Blvd. We are the current owner of this property and the developer MDetails LLC are seeking a variance. We are allowing them to request the variance and the City Planners name needs to be updated to Tom Casey.

### **Motion/Vote – Approve Popeye's Variance/Special Exemptions Summary**

Mr. Kosior moved to allow MDetails LLC to seek a variance and have the City Planners name changed to reflect Tom Casey's name; motion seconded by Ms. Romine and unanimously carried.

## **Letter of Retirement**

Police Chief Brettin presented a letter of retirement from Captain Dennis Behenna effective September 1, 2020 after 29 years. The Chief explained the DROP Program.

**Motion/Vote – Accept Letter of Retirement**

Ms. Romine moved to accept the letter of retirement from Captain Behenna as presented; motion seconded by Mr. Kosior and unanimously carried.

**Basement Grant Application: 1108 Wright Avenue**

Wastewater Director Jerry Jackson presented a Basement Back up Grant for 1108 Wright Avenue. They received a quote for \$3200 for a sewage ejector and the City will pay the first \$1500.

**Motion/Vote – Approve Basement Grant Application: 1108 Wright Avenue**

Mr. Kosior moved to approve the Basement Backup Grant for 1108 Wright Avenue as presented; motion seconded by Ms. Romine and unanimously carried.

**Recommendation to Award Contract for Demo of 404 McCollum**

Community Development Program Manager Mary Ann Richards recommended the Board award the contract for demo of 404 McCollum to Pavey Excavating in the amount of \$96,000. They were not the lowest however they were the most responsive and it was explained that there were issues with G.E. Marshall on the Boyd Blvd Project regarding following a schedule in a timely fashion.

**Motion/Vote – Award Contract for Demo for 404 McCollum**

Mr. Kosior moved to award the Demo of 404 McCollum to Paving Excavating as presented; motion seconded by Ms. Romine and unanimously carried.

**Recommendation for a BOW Member, other than Mayor Dermody, to sign the CDBG CV Grant Agreement with Salvation Army**

Ms. Richards asked that a Board of Works member other than the Mayor sign the CDBG CV Grant Agreement with Salvation Army.

**Motion/Vote – Approve Mr. Kosior to sign the CDBG CV Grant Agreement with Salvation Army**

Ms. Romine moved to authorize Mark Kosior to sign the CDBG CV Grant Agreement with Salvation Army; motion seconded by Mr. Kosior and Mayor Dermody abstained.

**COVID City Hall Change Order #1**

City Engineer Nick Minich presented City Hall Change Order #1 for the drive up. This is not typical on how we do projects, but this is different because of COVID. The Change Order includes an open and close light, enter and leaving extension pedestrian barrier and paving of parking lot after its been reconfigured due to the lost parking spaces. The total amount of the Change Order #1 is \$40,765.86 and is 100% paid for with COVID dollars.

**Motion/Vote – Approve COVID City Hall Change Order #1**

Ms. Romine moved to approve the COVID City Hall Change Order #1 as presented; motion seconded by Mr. Kosior and unanimously carried.

**Open Quotes-Demo of 105 Boyd Blvd.**

Mr. Minich opened the following quotes for the Demo of 105 Boyd Blvd:

Pavey Excavating                 \$23,000

**Motion/Vote – Award Demo of 105 Boyd Blvd.**

Mr. Kosior moved to award the Demo of 105 Boyd Blvd. pending Engineering and Law review; motion seconded by Ms. Romine and unanimously carried.

**Open Quotes- Demo of 219 E. Lincolnway**

Mr. Minich opened the following the following quotes for the Demo of 219 E. Lincolnway:

Pavey Excavating                     \$18,900

P.R.'s Lawncare Inc.                 \$25,600

**Motion/Vote – Award Demo of 219 E. Lincolnway**

Ms. Romine move to award the Demo of 219 E. Lincolnway subject to Engineering and Law review; motion seconded by Mr. Kosior and unanimously carried.

**Request Permission to Purchase Total Tank Storage**

Street Director Mike Frazee requested the Boards permission to purchase a total tank storage in the amount of \$54,550 which will come out of the MVH Restricted Fund and will take 6-8 weeks to deliver.

**Motion/Vote – Approve Request to Purchase Total Tank Storage**

Mr. Kosior moved to approve the Request to Purchase Total Tank Storage as presented; motion seconded by Ms. Romine and unanimously carried.

**Other Business**

Clerk-Treasurer Parthun stated the pandemic has brought about new challenges including how our payment agreement policy works. She requested authority to make exceptions on payment plan residents may have previously defaulted on. We want to be as accommodating as possible and this payment agreement may be the only resource residents are eligible for. The temporary payment agreement extension policy previously approved by the Board of Works included parts of our normal policy in that a resident must be in good standing over the course of the past year. With the pandemic, that may not work for everyone. Again, she is requesting authority to make exceptions on payment agreements through December 31, 2020.

**Motion/Vote – Approve Request for Clerk-Treasurer to make Exceptions to Utility Payment Plans**

Ms. Romine moved to approve the Request from the Clerk-Treasurer to make exceptions on payment plans as presented; motion seconded by Mr. Kosior and unanimously carried.

Clerk-Treasurer Parthun also read the following statement:

“Back in March, before the Governor even put in place the utility moratorium, the City voluntarily suspended shut offs, penalties for late payments, and delinquency notices in an effort to help our residents through this difficult time. Following the expiration of the governor’s utility moratorium, and as many people are getting back to work, procedures in the billing office will be shifting back to normal.

This past Friday, the Utility Billing Office sent delinquency notices by mail, and beginning August 21, 2020, the City will resume shut offs for nonpayment. As we begin to make the shift, we want people to know that we are here to help! We do not want to shut anyone off, and we have resources to help those in need-we just need individuals to call and ask for help. Our team in the billing office can assist residents in creating payment plans to allow them time to pay off their balance. We can also connect individuals in need of financial assistance with Center Township Trustee Lisa Pierzakowski or other local social service agencies. We won't be shutting off service to individuals who make arrangements with us- all it takes is a phone call. City Hall is open by phone and email only at the moment, but all arrangements can be made virtually for everyone's safety. We can be reached by phone at 219-362-3175, or by mail at UtilityBilling@cityoflaportein.gov. We currently have 764 delinquent accounts, owing a combined total of over \$206,000. This isn't an issue that's isolated to La Porte- communities throughout the region, state and country are in the same boat we are. We do not expect these individuals to pay their balance all at once-we just need them to reach out to us and make arrangements. Like we said, all it takes is a phone call."

**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: September 9, 2020**