

September 9, 2020

The Board of Public works and safety met in regular session in the Council Chambers on Wednesday September 9, 2020 at 9am.

Present: Mayor Dermody, Jessica Romine and Mark Kosior

Absent: None

Pledge of Allegiance

Mr. Yokum from the Herald Argus led the Pledge of Allegiance

Mayor Dermody asked for a moment of silence for the passing of Gene Dahlberg.

Approval of Minutes

Each member received an advance copy of the minutes from the August 18, 2020 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

Clerk-Treasurer

Claims Approval

Clerk-Treasurer Courtney Parthun presented Civil City Claims in the amount of \$300,194.55.

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 Sewage Claims in the amount of \$460,246.10. She noted these included September Bond Transfers.

Motion/Vote – Approval of Sewage Claims

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

The Clerk-Treasurer presented Water Claims in the amount of \$212,395.07. She noted these included September Bond Transfers.

Motion/Vote – Approval of Water Claims

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

The Clerk-Treasurer presented Payroll for August 21, 2020 in the amount of \$412,563.60.

Motion/Vote – Approval of Payroll 8-21-20

Ms. Romine moved to approve Payroll for August 21, 2020 as presented; motion seconded by Mr. Kosior and unanimously carried.

The Clerk-Treasurer presented Payroll for September 4, 2020 in the amount of \$405,602.14.

Motion/Vote – Approval of Payroll 9-4-20

Ms. Romine moved to approve Payroll for September 4, 2020 as presented; motion seconded by Mr. Kosior and unanimously carried.

The Clerk-Treasurer presented Payroll for the Police Fitness Bonus in the amount of \$2,536.30.

Motion/Vote – Approval of Police Fitness Bonus Payroll

Mr. Kosior moved to approve the Police Fitness Bonus Payroll as presented; motion seconded by Ms. Romine and unanimously carried.

Trash Service Requests

The Clerk-Treasurer presented requests for trash service at “I Have this Covered” at 516 Lincolnway and the Healthcare Foundation at 140 Eastshore Parkway.

Motion/Vote – Approval of Trash Service Requests

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

Updated Department Payment Process

The Clerk-Treasurer asked the Board to amend the Delinquent portion of the Utility Department Payment Process to state that residents with a delinquent account that write a bad check to get water back on will have their water service shut off immediately and will no longer be able to write a check as payment on their account.

Motion/Vote – Approve Amended Department Payment Process

Mayor Dermody moved to amend the Delinquent Portion of the Utility Department Payment Process as presented; motion seconded by Ms. Romine and unanimously carried.

The Clerk-Treasurer stated we are having problems with residents and/or landlords turning water back on which is stealing City Services.

Department Reports

Transporte: Transporte Manager Beth West stated they are in the process of replacing two buses, when logo is done wrapping the buses, turned in PMTF Grant and they are Medicaid certified.

L.E.A.P.: Bert Cook stated at last night's City Council meeting they voted to move forward with Infinite Development which are building 80 residential units.

Police: Police Chief Paul Brettin stated Lexis Nexis is moving forward, the body cams back up is being worked on by Think Tank, Pension meeting on September 10, 2020 to approve four new hires and they held an agility test where five new applicants passed.

Water: Water Director Tim Werner stated well cleaning bids will be sent out next week, fall flushing starts this Sunday September 12th, Scada wires are being run to the Kankakee Well and 2nd phase Scada update will start next week.

Street: Street Director Mike Frazee stated they are working on cutting trees, picking up brush, paving and street sweeping.

Code: Code Director Jeff Batchelor stated the Dumpster Program has ended and they have an Ordinance on properties which are labeled Chronic Nuisance (houses get labeled as a Chronic Nuisance by having 3 Code Violations in 60 days and/or having 3 Police calls in 60 days). If a house is labeled a Chronic Nuisance and gets 5 Police calls to the same address, he will condemn the property.

Sewage: Wastewater Director Jerry Jackson stated they finished the reconstruction of their clarifiers.

Park: Park Director Mark Schreiber stated they are renovating tennis courts, doing crowd funding for patternicity and work still continues on the Stone Lake Improvement Project.

Engineering: City Engineer Nick Minich stated that the work on Tyler and State Streets should be open by Friday morning, Stone Lake Paving is the last paving that needs to be done for the first round of paving with Walsh and Kelly, Reith and Riley are doing some concrete work on sidewalks around the 2nd round of paving areas and working on their Federal Aid Projects of next year.

Discussion was held regarding the Paving of Truesdell Avenue.

Fire: Fire Chief Andy Snyder stated they moved into the Fire Station about a week and a half ago. They will have a ribbon cutting at the station soon and noted there will be no open house this year, however they will have a carbon monoxide detector drive thru.

City Planner: City Planner Tom Casey noted the branding is continuing with Jess Bruder, Grace Roman is working on a GSI mapping system, Mary Ann Richards did a good job with the demo of the old Tibma Bakery and they are working with Nick Minich on a site review of that property, working on amending

the zoning ordinance to include signage, and they are working on doing a Housing Demand Study for the City of La Porte by a 3rd party.

New Business

Request for Use: Farmers Market

Downtown Coordinator Angela Rose requested to expand the Farmers Market into Plaza 618 for Saturday September 19th.

Motion/Vote – Approve Request for Use: Farmers Market

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

Request Permission to Promote

Police Chief Brettin asked the Boards permission to promote for the vacancies in rank due to the retirements of Corporal Dan Reed and Captain Dennis Behenna. He stated he will promote someone to Captain and someone to Sergeant at this time. Also, there will be two Corporal promotions once the new test is completed and graded.

Motion/Vote – Approve Request to Promote

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

Bus Security System

Transporte Manager Beth West stated they are purchasing cameras for inside the bus garage, tablets for GPS and radios for use on the buses. These items will be purchased with the Cares Account money that they received. The total price of these items is approximately \$90,000.

Motion/Vote – Approve Bus Security System

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

Basement Grant Applications

Wastewater Director Jerry Jackson presented a Basement Back Up Grant for 1208 I Street and one for 1318 Second Street.

Motion/Vote – Approve Basement Grant Applications

Mr. Kosior moved to approve the Basement Back Up Grants as presented; motion seconded by Ms. Romine and unanimously carried.

Lakeside Sewer Relocate Bid Award

Hayley Skalka who is the Engineer from RQAW for this project stated they received the following two bids on August 21, 2020:

H&G \$1,638,267.50

Selge \$1,632,832.90

This project consists of three phases and all bids were received by RQAW and are recommending awarding the project to Selge as the lowest most responsive bidder. Jerry Jackson asked to award to Selge and allow them to start Phase 1 and then give notice to proceed with Phase 2 & 3 after funding is secured.

Motion/Vote – Award Lakeside Sewer Relocate Bid

Ms. Romine moved to accept the bids for the Lakeside Sewer Relocate Project and to award to Selge and allow them to proceed with Phase 1 with a notice to proceed forthcoming; motion seconded by Mr. Kosior and unanimously carried.

General Services Agreement with Commonwealth Engineering

Wastewater Director Jackson presented a general services agreement with Commonwealth Engineering to allow the City to do projects under \$5,000 and this does not bind us to only using them.

Motion/Vote – Approve General Services Agreement with Commonwealth Engineering

Mr. Kosior moved to approve the General Services Agreement with Commonwealth Engineering as presented; motion seconded by Ms. Romine and unanimously carried.

Award CDBG PY2020 Public Service Agreements: Catholic Charities, Dunebrook, Swanson Center and Youth Service Bureau

Community Development Program Manager Mary Ann Richards asked the Board to award the following CDBG PY 2020 Public Service Agreements starting October 1, 2020 thru Sept. 30, 2021 using CDBG funds: Catholic Charities in the amount of \$10,000 to use for financial assistance for homeless prevention, Dunebrook in the amount of \$15,000 to use for in home care management for at risk of abuse and/or neglect, Swanson Center in the amount of \$18,354 to use for Homeless Case Management, and Youth Service Bureau in the amount of \$4,500 to use for their mentoring program at Riley, Lincoln and Hailmann Schools.

Motion/Vote – Award CDBG PY2020 Public Service Agreements: Catholic Charities, Dunebrook, Swanson Center

Ms. Romine moved to award the CDBG Py2020 Public Service Agreements for Catholic Charities, Dunebrook and Swanson Center as presented; motion seconded by Mr. Kosior and unanimously carried.

Motion/Vote – Award CDBG PY2020 Public Service Agreement to Youth Service Bureau

Ms. Romine moved to award the CDBG PY2020 Public Service Agreement for Youth Service Bureau as presented; motion seconded by Mayor Dermody and Mr. Kosior abstained.

Execute Final Plat for Thomas Rose Industrial Park

City Planner Tom Casey stated he needs the Board of Works members signatures to execute the Final Plat for Thomas Rose Industrial Park which essentially carves out 22-acre parcel for a potential developer.

Motion/Vote – Execute Final Plat for Thomas Rose Industrial Park

Mr. Kosior moved to execute the Final Plat for Thomas Rose Industrial Park as presented; motion seconded by Ms. Romine and unanimously carried.

Position Description-Administrative Assistant

Park Director Mark Schreiber asked the Board to approve amending the job description of the Administrative Assistant at the Civic to amend it to a shared position between the Civic and the Fire Department.

Motion/Vote – Approve Amended Position-Civic Administrative Assistant

Ms. Romine moved to approve the amendment of the job description of the Civic Administrative Assistant as presented; motion seconded by Mr. Kosior and unanimously carried.

Professional Services Contract-USI-CCMG Contract

City Engineer Minich presented a contract for Professional Services with USI Consultants. They are currently helping us with the Lakeshore Drive Project, and it would allow them to assist us with our Community Crossing Paving. The contract is in the amount of \$10,000.

Motion/Vote – Approve Professional Services Contract with USI Consultants

Ms. Romine moved to approve the Professional Services Contract with USI Consultants as presented; motion seconded by Mr. Kosior and unanimously carried.

Pay Application #9 Fire Station-Larson Danielson

City Engineer Minich presented Pay Application #9 for the Fire Station in the amount of \$12,070.93 to Larson Danielson.

Motion/Vote – Approve Pay Application #9 Fire Station-Larson Danielson

Mr. Kosior moved to approve Pay Application #9 Fire Station- Larson Danielson as presented; motion seconded by Ms. Romine and unanimously carried.

Pay Application #3-2020-1 Street Paving-Walsh & Kelly

City Engineer Minich presented Pay Application #3 for the 2020 Phase 1 Street Paving in the amount of \$93,563.20. This is for work done by Walsh & Kelly through the end of July.

Motion/Vote – Approve Pay Application #3-2020-1 Street Paving-Walsh & Kelly

Ms. Romine moved to approve Pay Application #3-2020-1 Street Paving-Walsh & Kelly as presented; motion seconded by Mr. Kosior and unanimously carried.

Open Quotes-Clear Lake Natural Area Restoration

City Engineer Minich received the following quotes for the Clear Lake Natural Area Restoration Project which Horizon Bank granted us with \$6,000:

Cardno Inc. (Walkerton)	\$3,190
Heartland Restorative Services Inc. (Fort Wayne)	\$4,323

Motion/Vote – Award Clear Lake Natural Area Restoration

Ms. Romine moved to award the Clear Lake Natural Area Restoration Project to Cardno Inc. pending review by the City Attorney and City Engineer and allow the Mayor to sign in the amount not to exceed the grant amount; motion seconded by Mr. Kosior and unanimously carried.

Change Order#1 Stone Lake Trail

City Engineer Minich presented Change Order #1 to the Stone Lake Trail to allow Gariup additional time to get the intermediate asphalt on the trail, they have until September 14th to complete.

Motion/Vote – Approve Change Order #1 Stone Lake Trail

Mr. Kosior moved to approve Change Order #1 Stone Lake Trail as presented; motion seconded by Ms. Romine and unanimously carried.

Request to Waive Permit Fees- North Central Community Action Agencies Inc.

City Engineer Minich requested permission to Waive Permit Fees to North Central Community Action Agencies Inc. who builds ramps for elderly on homes with low income families. Clerk – Treasurer Parthun stated they also help residents pay their utility bills.

Motion/Vote – Approve Request to Waive Permit Fees-North Central Community Action Agencies

Ms. Romine moved to approve the Request to waive Permit Fees for North Central Community Action Agencies Inc. as presented; motion seconded by Mr. Kosior and unanimously carried.

Unfinished Business

None

Other Business

Board member Kosior stated he likes that they Utility Policy wording states that we are “Providing Outstanding Water and Sewer Services to the Residents of La Porte”

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: September 22,2020

