

**December 14, 2011**

The Board of Public Works and Safety of the City of LaPorte met in regular session in the Council Chambers at City Hall on Wednesday, December 14, 2011, at 9:00 a.m.

**Present:** Tom MacLennan, Mayor Chrobak, Mark Krentz

**Absent:** None

**Pledge:** The Pledge of Allegiance was led by Mayor Chrobak.

**Minutes:** As each member of the Board received an advance copy of the executive and regular meeting minutes prior to the meeting, the Mayor stated she would dispense with the reading of same and asked for any corrections or additions.

**Approval of Minutes:**

Mr. MacLennan moved to approve both the executive and regular meeting minutes from December 7, 2011 as presented; motion seconded by the Mr. Krentz and unanimously carried.

**Public Comment**

None

**Clerk Treasurer:**

**Claims Approval**

None

**Police & Fire - Restricted Donation**

Teresa Ludlow, Clerk-Treasurer presented a check for the Police and Fire Restricted Fund from William Meinhard in the amount of \$15.00. Mr. MacLennan moved to gratefully accept the contribution from Mr. Meinhard; motion seconded by Mr. Krentz and unanimously carried.

**Trash Removal Request**

The Clerk-Treasurer presented a request for trash service from the Lunch Box at 706 Jefferson; they will not generate more than 5 bags or containers per a week. Mr. MacLennan moved to approve the trash service request as presented; motion seconded by Mr. Krentz and unanimously carried.

**NEW BUSINESS**

**Traffic Violations**

Charlie Evans, Traffic Violations presented an appeal to suspend any further late fee charges for a gentleman who had multiple tickets and as a result his car was towed last

week. The gentleman has paid \$400.00, half of the outstanding amount and signed an agreement to pay the remaining balance of \$325.00 on January 9<sup>th</sup>. Mr. MacLennan moved to waive the late fee charges and accept the agreement as presented; motion seconded by Mr. Krentz and unanimously carried.

### **Storm Windows at Depot**

The Clerk-Treasurer presented 3 quotes received for Storm Windows at the Depot and they are as follows:

Larson-Danielson, LaPorte, IN - \$43,830.00 and pursuant to Indiana Code 36-1-12-22 claims local preference for this project.

Michiana Contracting, Plymouth, IN - \$50,735.00

Schoberg & Schoberg, Plymouth, IN - \$73,137.00 which was received via email.

Dale Clingerman, Director of Engineering advised the engineer's estimate is \$50,000 with funding available from the CEDIT plan.

### **Motion/Vote Storm Windows at Depot**

Mr. MacLennan moved to accept the quotes and turn over to legal and engineering for review and award at next week's meeting; motion seconded by Mr. Krentz and unanimously carried.

### **Overpass Light Quotes**

The Clerk-Treasurer presented 2 quotes for the Overpass Lights and they are as follows:

EMCOR/Hyre, LaPorte, IN - \$34,628.00

Michiana Contracting, Inc., Plymouth, IN - \$28,310.00

Augsten Electric – Griffith, IN - \$34,625.00

The Mayor advised the engineer's estimate is \$35,000 and funding is coming from CEDIT. Mr. MacLennan inquired if any contractor claimed the local preference law.

Mr. Clingerman stated no, because none of the contractors are local even though EMCOR has an office in LaPorte, their main office is in Lake County.

### **Motion/Vote Overpass Light Quotes**

Mr. MacLennan moved to refer the quotes to legal and engineering for review and recommendation at next week's meeting; motion seconded by Mr. Krentz and unanimously carried.

### **Pay Request #2, Ridge & Tecumseh Streets Water Main Improvement Project**

Mr. Clingerman presented Pay Request #2 for the Ridge and Tecumseh Streets Water Improvement Project from H&G Underground in the amount of \$122,895.00. Mr. Clingerman advised retainage is being held in the amount of \$17,226.00. Mr. Clingerman explained that the paving completed by their subcontractor is not to standard and payment is being held in the amount of the paving. The contractor has agreed to

come back in the spring and complete the paving to standard and payment will be processed once complete.

**Motion/Vote Ridge & Tecumseh Streets Water Main Improvement Project**

Mr. MacLennan moved to honor Pay Request #2 for the Ridge and Tecumseh Streets Water Main Project as request; motion seconded by Mr. Krentz and unanimously carried.

**Request for Extension of Contract – Stepping Stone Shelter**

Mary Ann Richards, CDBG Program Manager presented a request from Stepping Stone Shelter for Women to extend the term of the contract for one month from September 30, 2011 to October 31, 2011. Ms. Richards advised the organization provided outreach services during October 2011 involving Domestic Violence Education month and would like to use the remaining funds in the amount of \$2,692.30 to cover those expenses. In addition, Stepping Stone would like to transfer funds in the contract budget from fringe benefits to salaries. Ms. Richards explained the person conducting the outreach services is employed on a part-time basis and ineligible for fringe benefits. The Mayor questioned if Stepping Stone received a grant again for this year. Ms. Richards advised no because of the funding decrease by the federal government.

**Motion/Vote Request for Extension of Contract – Stepping Stone Shelter**

Mr. MacLennan moved to extend the date of the contract by one month and move \$1,000 from fringe benefits to salary in the contract as requested; motion seconded by Mr. Krentz and unanimously carried.

**UNFINISHED BUSINESS**

**Request to Transfer Equipment**

Chief Scherer requested to transfer a portable electric generator, Maxa 5000 ER Plus that the Police Department does not use to the Street Department. The Clerk-Treasurer advised she would handle updating the fixed assets with C-Biz.

**Motion/Vote Request to Transfer Equipment**

Mr. Krentz moved to approve the transfer of the generator from the Police Department to the Street Department; motion seconded Mr. MacLennan and unanimously carried.

**Award Bid for E85 Police Cars**

Mr. Clingerman reported receiving some questions from a local supplier and has investigated the claims from the local supplier. The claims made were not made in writing and after investigation into the claims the City is not allowed to accept these claims under federal procurement laws. The money for the Police Cars is 80% federal funds and 20% local funds. Mr. Clingerman advised none of the specifications have been violated, the time frame for delivery is 4 days less for the out of town supplier, consequently the recommendation of award is to Arnell Chevrolet from Burns Harbor, IN. Mr. Baugher advised contact was made with NIRPC and a proposal was made that the City would make up the difference in cost between the lowest supplier and the local

supplier which was a small amount and the impact is minimal on the community, however if this were to happen NIPRC would not allow the City to use the federal funds. The Mayor explained the City could not afford to make up the difference in federal funds.

**Motion/Vote for E85 Police Cars**

Mr. MacLennan moved to award the bid of 3, 2012 E85 Police Cars to Arnell Chevrolet of Burns Harbor as the low, responsive, responsible bidder in the amount of \$65,175.60; motion seconded by Mr. Krentz. The Mayor inquired as to the delivery time. Mr. Clingerman responded 10-12 weeks from the time of order. The Mayor advised the light bars and equipment for these 3 vehicles were purchased at the same time as the previous vehicles were ordered because there was a price break for quantity, however there could be some expense for the wiring of the laptops which would come from CEDIT. The motion passed unanimously.

**DEPARTMENT REPORTS**

**Attorney:** Mr. Baugher reported last week the Board approved payment to Aero Painting in the form of 3 joint payee checks, those checks were issued and forwarded to Aero Painting for endorsement and forwarded back to the City to send to the local suppliers and the local suppliers would like to say thank you. Mr. Baugher requested an executive session immediately following next week’s meeting for the purpose of discussing litigation and requested Mr. Taylor’s attendance.

**Motion/Vote Executive Session**

Mr. MacLennan moved to schedule an executive session immediately following next week’s meeting for the purpose of discussing litigation; motion seconded by Mr. Krentz and unanimously carried.

**Fire:** Chief Sabie reported attending a District Planning Committee meeting yesterday and the District was awarded \$100,000 out of the \$5 million requested. Chief Sabie advised the federal government has cut the grants coming to the State by 70%. Chief Sabie stated the planning committee has assisted in gathering communities together to work for a common goal. The district is creating an information-sharing work group for information sharing on disaster plans and other training through a portal sponsored by the federal government. Chief Sabie also reported next spring District 1 and District 2 are doing an exercise of full deployment as a result of a mock national disaster.

**Police:** Chief Scherer thanked the Mayor for assisting on the replacement of the Department’s Glockes which were 10 years old. Charlie Smith, Network Administrator is busy training the officers on the new field based reporting system, INTERACT which is to be active in January. Chief Scherer reported yesterday officers participated in a combat in casualty training conducted in partnership with EMS. Chief Scherer advised his revised last day of work is January 1<sup>st</sup>.

**Water:** Mr. Taylor reported the construction projects are going well and a main break happened on Monday that was repaired. Mr. MacLennan inquired if the Webber Street tank was back online. Mr. Taylor advised there was a problem with the street valve that was repaired yesterday and the drain valve is not holding but staff is just waiting for the part to replace.

**Sewer:** Jerry Jackson, Director of Wastewater Department reported the lake level is 797.9 and the drain is off.

**OTHER BUSINESS**

The Mayor addressed the upcoming change for departments to all be utilizing Narrowbanding radios by April 2012 which requires the purchasing of all new radios. The Mayor noted the Police and Fire Department are ready. Mr. MacLennan advised the Park, Street, and TransPorte departments should be ready by the middle of January with the possible exception of a few handhelds at Park.

**ANNOUNCEMENTS**

The Mayor announced the Santa Chalet Hours Saturday, December 17<sup>th</sup>, 9 am to 11 am. and she will be working the train during the same hours.

The Mayor announced the Toy for Tots drive continues until December 23<sup>rd</sup> and thanked everyone who has donated. The campaign at City Hall has been the best year ever.

**ADJOURN**

There being no further business before the Board, Mr. Krentz moved to adjourn; motion seconded by Mr. MacLennan and unanimously carried.

**Signatures**

**APPROVED:** \_\_\_\_\_  
Kathleen Chroback, Mayor

**ATTEST:** \_\_\_\_\_  
Teresa L. Ludlow, Clerk Treasurer  
December 21, 2011