

March 17, 2020

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, March 17, 2020 at 9:00 AM.

Present: Mayor Dermody, Jessica Romine and Mark Kosior

Absent: None

Pledge of Allegiance

Clerk-Treasurer, Courtney Parthun, led the Pledge of Allegiance.

Minutes

Mayor Dermody stated each Board member received an advance copy of the minutes from the March 3, 2020 regular meeting and the special meeting on March 6, 2020 and asked if there were any corrections or additions. Mr. Kosior moved to approve the minutes as presented; motion seconded by Ms. Romine and unanimously carried.

Petitions & Comments

None

Claims Approval

Clerk-Treasurer Parthun presented the following claims for approval:

Civil City claims in the amount of \$719,075.67. Mr. Kosior moved to approve Civil City claims; motion seconded by Ms. Romine and unanimously carried.

March 6, 2020 Payroll in the amount of \$409,397.76. Ms. Romine moved to approve payroll for March 6th; motion seconded by Mr. Kosior and unanimously carried.

Water claims in the amount of \$142,546.79. Mr. Kosior moved to approve water claims; motion seconded by Ms. Romine and unanimously carried.

Wastewater claims in the amount of \$208,057.32. Ms. Romine moved to approve wastewater claims; motion seconded by Mr. Kosior and unanimously carried.

Clerk-Treasurer Parthun requested the Board's permission to continue paying claims through the end of March in response to being proactive regarding the COVID-19 pandemic. She advised all claims would be submitted to the Board of Works upon the return of regularly scheduled meetings. Again, this would only take place should the City close due COVID-19 pandemic.

Motion/Vote – Payment of Claims

Ms. Romine moved to authorize the Clerk-Treasurer's office to continue paying claims through the end of March if the City closes and cannot hold meetings for claims approval; motion seconded by Mr. Kosior.

Discussion was held regarding the Clerk's request and whether it should be extended past the end of March as the Board would not normally meet again until April 7th.

Ms. Romine amended her motion to extend the payment of claims through April 20th including payroll should the City have to close due to the COVID-19 pandemic; Mr. Kosior seconded the amended motion which was passed unanimously.

The Clerk-Treasurer asked the Board of Works to retroactively approve the suspension of shutoffs and late payment charges for utility water bills. She advised the City implemented this practice as of March 16, 2020.

Motion/Vote – Suspend Utility Shutoffs and Late Payments

Mr. Kosior moved to suspend Utility shutoffs and late payment charges from March 16, 2020 through March 31, 2020; motion seconded by Ms. Romine and unanimously carried.

Department Reports

Mayor Dermody advised he asked department heads to not attend today's meeting in order to do our part in social distancing regarding COVID-10 pandemic.

NEW BUSINESS

Approve Magellan Rx Management, LLC Agreement

Jen Noll, Director of Human Resource, presented for the Board's approval an agreement from Magellan Rx Management, LLC to release claims detail information concerning prescription drugs to LaPorte Occupational Services, LLC for City employees and their dependents. This will allow for WellPorte as well as the City's health insurance carrier to share information to better serve our employees and dependents.

Motion/Vote – Magellan Rx Management, LLC Agreement

Mr. Kosior moved to approve the agreement with Magellan Rx Management, LLC and authorize the Clerk-Treasurer to sign same; motion seconded by Ms. Romine.

Discussion was held regarding the agreement and who would have access to this information. Ms. Noll assured the Board no one other than Magellan or WellPorte would have access to the information.

The motion to approve the agreement was unanimously carried.

Purchase Agreement for 403/405 Lincolnway

Nick Otis, Attorney for the City, presented for the Board's approval a purchase agreement for 403/405 Lincolnway. He stated this property is the Lady Rose Bar and part of the agreement is that the buildings shall be demolished, and all debris removed by June 30, 2020. Mr. Otis requested approval, have the Mayor sign the agreement and authorize Tom Casey, Director of Community Development and Planning, to sign all closing documents.

Motion/Vote – Approve Purchase Agreement for 403/405 Lincolnway

Ms. Romine moved to approve the purchase agreement for 403/405 Lincolnway and authorize Tom Casey to sign the closing documents; motion seconded by Mr. Kosior and unanimously carried.

Baker Tilly Agreement for Continuing Disclosure Services for Bonds

Clerk-Treasurer Parthun presented to the Board an agreement with Baker Tilly to perform annual continuing disclosure filings for the 2012 General Obligation Bonds, Fire Station Lease Rental Bonds, Redevelopment Commissions Bonds for TIF I and TIF II. She advised this is done on annual basis and is a requirement of the bonds.

Motion/Vote – Approve Agreement with Baker Tilly for Bond Continuing Disclosure Services

Ms. Romine moved to approve the agreement with Baker Tilly for Continuing Disclosure Services for the City of LaPorte 2012 General Obligation Bonds, Fire Station Lease Rental Bonds and TIF I and TIF II Redevelopment Commission Bonds; motion seconded by Mr. Kosior.

Discussion was held regarding the agreement as it pertains to City issued bonds. The motion to approve the agreement was unanimously carried.

Baker Tilly Agreement for Continuing Disclosure Services for Sewage Bonds

The Clerk-Treasurer presented for Board approval an agreement with Baker Tilly to perform the annual continuing disclosure filings for Sewage Bonds. Again, she stated this is done on an annual basis and is a requirement of the bonds.

Motion/Vote – Approve Agreement with Baker Tilly for Continuing Disclosure Services for Sewage Bonds

Mr. Kosior moved to approve the agreement with Baker Tilly for Continuing Disclosure Services for the City's Sewage Bonds; motion seconded by Ms. Romine and unanimously carried.

TransPorte Annual Certifications and Assurances Agreement

Nick Otis stated on an annual basis in order to obtain the Federal Funding for TransPorte, the Mayor and City Attorney are required to sign an Annual Certifications and Assurances Agreement. As part of that, he requested the Board authorize the Mayor, Clerk-Treasurer

and TransPorte Manager to sign the Certification of Financial Capacity and Local Share Availability for 2020.

Motion/Vote – Approve Annual Certifications & Assurances Agreement and Certification of Financial Capacity and Local Share Availability Form

Mr. Kosior moved to approve the agreements as presented; motion seconded by Ms. Romine

Discussion was held regarding the two documents and how it affects the funding for the City of LaPorte’s TransPorte Department. The motion to approve the documents was unanimously carried.

Other Business

Mayor Dermody stated the City of LaPorte is open for business through telephone and emails. In order for the City to do their part in social distancing, City offices are closed to the general public. We are asking for residents to use the drop box in front of City Hall to make their utility payments or go online and sign up for automatic ACH or one-time ACH payments. The Civic Auditorium is closed for business, Cummings Lodge will most likely be reviewed today based on the latest directive from the Federal Government regarding ten (10) or less people and we hope the public is doing their part as well. Discussion was held regarding what others in the community are doing and how the City may be of assistance.

Adjourn

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

Approved: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: April 7, 2020