

**May 17, 2022**

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, May 17, 2022, at 9:00 A.M.

**Present:** Mayor Dermody, Jessica Romine

**Absent:** Mark Kosior

**Pledge of Allegiance**

Patricia Metts led the Pledge of Allegiance

**Approval of Minutes**

Each member received an advance copy of the minutes. 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 Mayor Dermody and unanimously carried.

**Public Comment**

Roger Pruden 4092 Oakview Drive, LaPorte Indiana. Mr. Pruden presented a safety concern regarding semi-pro amateur bicyclists having no respect for the laws and not following Indiana bicycle laws. The bicyclists are not coming to a complete stop at stop signs or signaling to indicate a turn. This is a potential hazard for bicyclists being injured by a motor vehicle or injury to a driver trying to avoid a bicyclist resulting in an accident. Mr. Pruden experienced bicyclists at 18<sup>th</sup> and 39 and again on Andrew and I Street, ride through a stop sign without making any attempt to stop, with no regard for the vehicles already stopped at the stop sign. Mr. Pruden offered the following recommendations as a solution: Ticket writing campaign, call outs on the radio, information put out to bike clubs if there are any, and signage on the main bike routes, “Bikes must stop too”.

Mayor Dermody expressed his appreciation for Mr. Pruden’s concerns and stated the Police are doing their best with limited officers. Mayor Dermody suggested Mr. Pruden take his request for signage to the traffic commission, on the first Tuesday of the month, to share his concerns because they develop language and ordinances to bring before the City Council.

Robert Metcaff, La Porte City Police. Officer Metcaff addressed Mr. Pruden’s concerns, informing everyone there were four more bikes donated to the department and another bike class coming up the first week of June where more officers will become certified. When staffing allows, there will be a bike officer on shift during the day and afternoon shifts.

**Police Officer Swear In**

Chief Brettin swore in Chase Ruiz as a La Porte City Police Officer. Officer Ruiz has completed his 40 hours of pre training and will attend the police academy in August.

**Claims Approval**

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$515,955.43.

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

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

Clerk-Treasurer presented Water Claims in the amount of \$233,148.93.

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

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

Clerk-Treasurer presented Sewage Claims in the amount of \$271,474.28.

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

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

Clerk-Treasurer presented Payroll from May 13 in the amount of \$452,600.65

**Motion/Vote – Approval of 5/13 Payroll**

Ms. Romine moved to approve the 5/13 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer presented the Fire Fitness Bonus for Spring 2022 in the amount of \$12,782.88.

**Motion/Vote – Approval of Fire Fitness Bonus for Spring 2022**

Ms. Romine moved to approve the Fire Fitness Bonus for Spring 2022 as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer presented the Police Fitness Bonus for Spring 2022 in the amount of \$3,195.72.

**Motion/Vote – Approval of Police Fitness Bonus for Spring 2022**

Ms. Romine moved to approve the Police Fitness Bonus for Spring 2022 as presented; motion seconded by Mayor Dermody and unanimously carried.

**Department Head Reports**

**Park:** Park Director Mark Schreiber reported Foodie Tuesdays will start May 31<sup>st</sup> and will go through the end of August, 10:30am – 2:30pm. Foodie Tuesday nights will be on the first

Tuesday of each month, 4pm – 7pm. The Summer Playground Program will also be starting May 31<sup>st</sup>. This is a free program for ages 5-12 and will be four days per week at five neighborhood parks. Permission slips from parents are required. A reminder, this is Bike Month and there are laws in place to protect bikers.

**Transporte:** Transporte Manager Beth West reported Transporte has completed 14,000 rides year to date. Ms. West is unsure of what the numbers will do once school is out because approximately half of the ridership, about 55 riders, is part of the special education program. The annual bus inspection was passed, with a few minor issues found and fixed and did not cause services to be shut down. Additionally, Ms. West is currently working with HR to update their job description.

**LEAP:** Bert Cook reported the LEAP Olympics are going on all week long during the evening. In addition, he reported a new project was announced at last night's City Council meeting. Tubekraft will be building a 19,000 square foot industrial building in the East Gate Industrial Park resulting in 15 jobs with an average pay of \$25 plus benefits. This is a project being worked on in partnership with Indiana Economic Development Corporation.

**Communications:** Communications Director Jess Bruder reported upcoming events including Farmers Market, Lake Fest and Night Bike Ride. New Merchandise will also be coming out soon. For more information on these events and more, visit [livinthelakelife.org](http://livinthelakelife.org) website.

**Fire:** Fire Chief Andy Snyder reported the rescue boat did go in the water on Friday and training is currently being done for updates that have been made. Annual hose testing will be next week for the entire department.

**Police:** Chief Brettin reported the ERT team is training all this week at the range, one of the final steps before going active full time. Chief Brettinn offered a response to the bicycle issue and stated bike officers are out in the parks and elsewhere, utilizing bikes donated by the Healthcare Foundation. Officers are out monitoring areas. Officer Jenkins found three juveniles in a park after hours, they tried to speed away and hit a pole by Cummins Lodge and then ran into the woods. All three individuals were eventually apprehended, and it was later found that the car was stolen. Chief Brettin acknowledges officers cannot be everywhere and asks that individuals call if they see anyone in the parks after hours.

**Street/Code:** Director of Central Services Jeff Batchelor stated Code enforcement is about 1500 violations for the year. Street Department has started striping, fixing potholes and water cuts, and hauling concrete and millings. The tree crew is out working but there are three open positions.

**Engineer:** City Engineer Nick Minich reported the street paving project is going very well. Chessie Trail did come in over 15% over budget and will be rebid, the letting is set for August. Construction is still anticipated for this year with completion in mid-summer 2023.

**Wastewater:** Wastewater Director Jerry Jackson reported solids have been hauled out to the field and farm work has been completed. Work is currently being done at the plant to complete an office for the new GIS coordinator, Tucker. Monroe Manor is currently at 63%.

**Water Department:** Water Superintendent Tim Werner reported the engineering crew doing the survey for the new well field should be finished this week. The work on the EPB well has been finished, just waiting on the pump to come back in approximately one week. Crews are staying ahead of the paving list. The work on 3<sup>rd</sup> Street should be starting toward the end of the month, once the full crew is available. Additionally, there is a fire flow issue on 39 North due to the restrictions of the system. The fire pumps are rated for higher amounts of flow than the system can provide. The city is being proactive to help residents with the water issues at 39 North. For further discussion you may reach out to Tim Werner at the water department at 219-326-9540.

**Planning:** Director of Community Development and Planning Craig Phillips reported they are continuing to work on the parking study and should be finished in the next few months. This should provide comprehensive information for parking for the entire downtown area. The work on the Monroe Street streetscape continues. A meeting with the core team should provide initial concepts for what that may look like. Additionally, the housing initiatives continue for 18<sup>th</sup> Street and Beechwood and the annexation of 39 North.

**New Business:**

**Job Description: Park and Rec, La Porte Civic Auditorium Custodian II**

Human Resources Direct Andrea Smith presented a job description update for Park and Rec, La Porte Civic Auditorium Custodian II at the request of the Park Director and Civic Director. These have not been updated in almost six years and are necessary with the volume of events taking place at the Civic. Updates to the job description will include split shifts, weekends and holidays and additional duties. These changes will help reduce the overtime that is currently being incurred with these positions.

Andrea Smith also wanted to share the Human Resources Department has plenty of free COVID tests available for the departments, Board of Works members and Council Members.

**Motion/Vote – Approve Job Description Updates**

Ms. Romine made a motion to approve the job description updates; motion was seconded by Mayor Dermody and unanimously carried.

**WWTP Roofing Quotes Recommendation**

Wastewater Director Jerry Jackson presented roofing quotes for the screened building, trickling filter pumphouse, and bio tower pumphouse at the treatment plant. Quote requests were sent out to four companies and two quotes were received. The low quote was AA Rain-Tite in La Porte for \$108,948.

**Motion/Vote – Approve Roofing Quote from AA Rain-Tite**

Ms. Romine made a motion to approve the roofing quote from AA Rain-Tite; motion was seconded by Mayor Dermody and unanimously carried.

**Lawson Fisher Preliminary Engineering Letters and Numbers Sewer Separation**

Wastewater Director Jerry Jackson presented a proposal from Lawson Fisher for the Indiana Avenue reconstruction project. INDOT is paying for Lawson Fisher to install a large storm sewer to run down Indiana Avenue which presents an opportunity to see where sewer separation can be done along the corridor and make use of the storm sewer. Mr. Jackson stated we would pay to make that storm sewer larger, to handle our project. Paying to upgrade the size of the pipe is very cost effective compared to the cost of paying for the entire installation. The Lawson Fisher study looks at letters and numbers north: 10<sup>th</sup> Street up to 1<sup>st</sup> Street and A Street. Lawson Fisher will do all the preliminary design to determine where new storm sewers and detention basins will go and at what points they will connect into Indiana Avenue. This will allow them to know where the connections should be and what size the pipes need to be. There is a fair amount of survey and design work, with a cost a \$54,100. In the scope of the project this is a small fee to make sure it is done correctly.

**Motion/Vote – Approve Lawson Fisher Engineering Letters and Numbers Sewer Separation**

Ms. Romine moved to approve Lawson Fisher Engineering letters and Numbers Sewer Separation; motion seconded by Mayor Dermody and unanimously carried.

**Southmoor Storm Sewer Project Final Pay Request**

Wastewater Director Jerry Jackson presented to pay the second and last invoice for the Southmoor storm water project, an area that flooded behind several homes due to drainage issues. The amount left on the contract is \$6,500 and had not been billed previously. This is for restoration and removal of scrub trees that was not able to be completed due to winter weather.

**Motion/Vote – Approval Storm Sewer Project Final Pay**

Ms. Romine moved to approve Storm Sewer Project Final Pay; motion was seconded by Mayor Dermody and unanimously carried.

**Pay Request #7 Monroe Manor Sewer Separation**

Wastewater Director Jerry Jackson presented Pay Request #7 Monroe Manor Sewer Separation in the amount of \$238,839.75. This takes us to 63% of the overall job.

**Motion/Vote – Approve Pay Request #7 Monroe Manor Sewer Project**

Ms. Romine moved to approve Pay Request #7 Monroe Manor Sewer Project; motion was seconded by Mayor Dermody and unanimously carried.

**Notice of intention to sell a portion of parcel 46-07-100-009.000-058, 0.39 acres, to an abutting land owner**

Jim Kaminski proposed the sale of an abutting land track that is approximately 0.38 acres, adjacent to the wastewater plant. Indiana statute allows the city to make the determination that the sale of the track of land is economically not in the interest of the city to hold the track and the best use would be for an abutting landowner. The sale of this parcel will add road frontage for a proposed development by the landowner. The City is currently using a part of the adjacent landowner's property for a detention basin. The adjacent landowner is willing to transfer some land, as a part of this acquisition, to allow improved use of the wastewater plant. As the parcel of land sits, the city would not be giving up anything of value. If the transaction occurs, it will support economic development efforts. This is the first stage in the process, letting it out to bid for now.

**Motion/Vote – Approve notice of intention to sell a portion of parcel 46-07-100-009.000-058, 0.39 acres, to an abutting landowner.**

Ms. Romine moved to approve notice of intention to sell a portion of parcel 46-07-100-009.000-058, 0.39 acres, to an abutting landowner; motion seconded by Mayor Dermody and unanimously carried.

**Final Pay Application 2020-2 Street Paving**

City Engineer Nick Minich presented the final pay application for 2022-2 street paving. Previously, a final pay application had been presented, however after running the numbers it was made evident money would have been owed to the state. Instead of paying money back to the state, over 3,000 square yards of sidewalk were added to areas that had been paved, which is allowable in the Community Crossings Program. The final amount due for the 2020-2 street paving program due to Reith Riley is \$15,171.65.

**Motion/Vote – Approve Final Pay Application 2020-2 Street Paving**

Ms. Romine moved to approve Final Pay Application 2020-2 Street Paving; motion seconded by Mayor Dermody and unanimously carried.

**Second and Final Pay Application for the 18<sup>th</sup> Street Greenway**

City Engineer Nick Minich presented the Second and Final Pay Application for the 18<sup>th</sup> Street Greenway. Punch list items are remaining currently, and the recommendation is to pay only the amount from the request of \$45193.46, which keeps retainage in the amount \$48,379.35. Upon completion of the project, the retainage would then be released. The total request to be released is \$93,572.81. The trees that are planted under the lines are acceptable trees for under lines and will not grow as tall and will be kept trimmed.

**Motion/Vote – Approve Second and Final Pay Application for the 18<sup>th</sup> Street Greenway**

Ms. Romine made a motion to approve Second and Final Pay Application for the 18<sup>th</sup> Street Greenway; motion was seconded by Mayor Dermody and unanimously carried.

**Hot Box Quotes**

Director of Central Services Jeff Batchelor presented a quote for a new hot box, the present one is broken. The hot box is used for getting hot asphalt to patch potholes, which allows for a better repair to a pothole versus a cold patch. Due to the impacts to the City from the County tax issues, the recommendation is to go with Brown. Brown is allowing payments over four years. 10% down will be paid now and the first payment will be due January 2023, allowing to budget for it.

**Motion/Vote – Approve Hot Box Purchase**

Ms. Romine moved to approve the hot box purchase; motion seconded by Mayor Dermody and unanimously carried.

**Unfinished Business**

None

**Adjourn**

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

Approve: \_\_\_\_\_  
Thomas P. Dermody, Mayor

Attest: \_\_\_\_\_  
Courtney Parthun, Clerk-Treasurer

Approved: June 7, 2022