

July 19, 2022

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, July 19, 2022, at 9:00 A.M.

Present: Mayor Dermody, Jessica Romine, Mark Kosior

Absent: None

Pledge of Allegiance

Mr. Moryl 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 Mr. Kosior and unanimously carried.

Public Comment

Chris Moryl, 812 E Jefferson – Presented a concern regarding the paving at the corner of Ottoson and Woodson. Ms. Moryl gave her family’s history of living in this area and then stated the road has continued to be widened by the city. Ms. Moryl stated there is now an area where the sidewalk has been partially paved over with blacktop and the condition of this area is unacceptable. In addition, Ms. Moryl stated she has brought pictures to provide of the area she is concerned about.

Mayor Dermody asked Ms. Moryl to leave her pictures and stated he would get the appropriate departments out to look at this area and someone would be in touch this week.

City Engineer Nick Minich stated there were issues several years ago when paving this area and now would be a good time to try and correct them.

Claims Approval

Clerk-Treasurer Parthun presented Payroll from July 8, 2022 in the amount of \$484,854.76

Motion/Vote – Approval of 5/13 Payroll

Mr. Kosior moved to approve the July 8, 2022 Payroll as presented; motion seconded by Ms. Romine and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims, including several bond payments, in the amount of \$1,714,745.45

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.

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$312,577.46.

Motion/Vote – Approval of Sewage Claims

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

Clerk-Treasurer Parthun presented Water Claims in the amount of \$315,914.83.

Motion/Vote – Approval of Water Claims

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

Conflict of Interest

Clerk-Treasurer Parthun presented a conflict of interest for Councilwoman Konieczny. Ms. Parthun stated it is not a direct conflict of interest, but Ms. Konieczny did include her husband's business on the conflict of interest.

Motion/Vote – Approve Conflict of Interest

Mr. Kosior moved to approve Conflict of Interest as presented; motion seconded by Ms. Romine and unanimously carried.

Department Head Reports

Human Resources:

Director of Human Resources Andrea Smith reminded department heads the Loss Control consultation will be from 9 A.M. – 3 P.M. on August 2-3, 2022. Robin Roscoe from the City's workers compensation carrier, IPEP, and John from the City's carrier for the general liability will be there to provide suggestions to each department. Ms. Smith encouraged department heads to reach out and schedule a time that works best for them.

Mayor Dermody asked Ms. Smith how the dental clinic was coming. Ms. Smith responded by stating there are currently 10 people signed up and there needs to be 25. Ms. Smith asked department heads to encourage their employees to sign up. Ms. Smith stated they may include an incentive for signing up, possibly a drawing for a gift card.

Planning: City Planner Craig Phillips reported the splash pad at Plaza 16 is not currently working, the button is broken and a new one has been ordered. In addition, Mr. Phillips reported they have received a \$40,000.00 matching grant from the State Department of Health to conduct a La Porte trails, greenways, and blue ways master plan. Mr. Phillips stated

a committee has already been put together and they will be working with a consultant over the next year to put this plan together.

Transporte: Transporte Director Beth West reported TransPorte had 52 riders that were transported to and from the fair. Ms. West stated they were able to come in and drop off riders within minutes using the designated TransPorte drop off/pick up at entrance off Zigler Road. In addition, Ms. West reported that 250 Summer Passes were sold, and people are using them. TransPorte is looking into the possibility of offering another pass deal around the winter Holidays.

Communications: Communications Director Jess Bruder reminded everyone that the tracks are closed at Boston, Pulaski, and Detroit. Ms. Bruder stated the City was not provided advanced notice the tracks would be closed and the information was released to the public as soon as she was made aware. Ms. Bruder stated they should be open by the weekend and updates will be provided as they are received.

New Business:

Request For Use: Lake Fest

Park Director Mark Schreiber presented a request for road closures for Lake Fest, July 29-31. Mr. Schreiber requested the following street closures: Monroe from Lincolnway to Washington from 2 P.M. to 11 P.M. on July 29 for the Downtown Market and Street Dance, Grangemouth Drive from 8 A.M. July 30 until 6 P.M. July 31 for the Aqua Cross Jet Ski Races, and Holocker Drive from 11 A.M. to 11 P.M. on July 30 for setup and execution of Fireworks. Mr. Schreiber encouraged everyone to visit LaPorteLakeFest.com to see all the events.

Motion/Vote – Approve Request for Use: Lake Fest

Ms. Romine made a motion to approve the Request for Use: Lake Fest as presented; motion was seconded by Mr. Kosior and unanimously carried.

Tree Mann

Executive Assistant Annette Loeffler presented a request from Tree Mann to close portions of the street when they cut down two trees. The request did not include a date when this will happen. Ms. Loeffler requested the Board of Works approve City Engineer Nick Minich to provide the permission for the necessary street closures when a date is provided.

Motion/Vote: Approve Request for Use Tree Mann

Mr. Kosior made a motion to approve City Engineer Nick Minich to approve street closure for Tree Mann as presented; motion seconded by Ms. Romine and unanimously carried.

Request for Use: Maple and Rye

Brandon Lowery, 709 Michigan Ave, provided a follow up from the last Board of Works meeting. Brandon stated the event will begin at 5:30 P.M. until 11 P.M. The parking spaces that will need to be blocked off will be the spaces in front of Maple and Rye only. The music provided is a one-man band and will allow for ADA compliance on the sidewalks.

City Engineer Nick Minich stated to keep an ADA path of travel, the space from the back of the tree well toward the building will need to be open

Motion/Vote to Approve Request for Use: Maple and Rye

Ms. Romine made a motion to approve Request for Use: Maple and Rye; motion was seconded by Mr. Kosior and unanimously carried.

Request for Re-Subdivision of Former Timba Bakery Parcel

City Planner Craig Phillips presented a request on behalf of Tony Hendricks for the re-subdivision of lots 1-4, the former Timba Bakery Parcel, into five lots.

Mayor Dermody questioned when construction will begin on this project. Mr. Phillips responded by stating they will be providing an update because there is a delay in receiving the funding from the Federal Government. There will be three units done in 2023, as opposed to one unit this year and two in 2024, and then two additional units in 2024. An update will be provided in August.

Water Director Tim Werner questioned if the individual lots will be marked. Mr. Werner stated they would prefer to get all five water taps in and the road repaired once, instead of cutting into a new road multiple times. Mr. Hendricks responded by stating they should have all five plots marked out within the next couple days.

Motion/Vote – Approve Re-Subdivision of Former Timba Bakery Parcel

Ms. Romine moved to approve Re-Subdivision of Former Timba Baker Parcel as presented; motion seconded by Mr. Kosior and unanimously carried.

Industrial Discharge Permit Renewal, Amendment and Inclusion

Wastewater Director Jerry Jackson presented two industrial wastewater discharge permit renewals. The first is for HRR/KT Soap. HRR added a process and a business into their facility, but it does not change their permitting much. Mr. Jackson stated they have been a good customer and recommends approval.

Motion/Vote – HRR/KT Soap Industrial Discharge Permit Renewal

Mr. Kosior made a motion to approve HRR/KT Soap Industrial Discharge Permit Renewal as presented; motion seconded by Ms. Romine and unanimously carried.

Mr. Jackson presented a second industrial wastewater discharge permit renewal from Aero Metals. Mr. Jackson stated they have recently been making improvements to their wastewater system and they have been good customers and recommends approval.

Motion/Vote – Aero Metals Discharge Permit Renewal

Mr. Kosior moved to approve Aero Metals Discharge Permit Renewal as presented; motion was seconded by Ms. Romine and unanimously carried.

Request to Pay Invoices Two and Three

City Engineer Nick Minich presented a request to pay invoices one and two from Reith Riley for the Paving Program. Mr. Minich presented invoice two in the amount of \$129,370.50 and invoice number three in the amount of \$790,232.05 for a total payment in the amount of \$919,602.55. Mr. Minich stated they do keep retainage to make sure everything is complete and done well and recommends payment.

Ms. Romine questioned if the retainage amount was sufficient. Mr. Minich responded by stating the retainage is kept for the entirety of the project and if one specific street within the overall project needs attention, there is coverage for that. Mr. Minich stated we are only billed out at approximately 50% of the total project.

Mr. Kosior questioned if Reith Riley has been responsive to issues in the past. Mr. Minich responded by stating they have been responsive to issues in the past; they work well with us on issues that arise to get them corrected. Mr. Minich stated schedules have been an issue in the past and currently but we do our best to work within their schedule and they do try to accommodate our schedule as well.

Motion/Vote – Request to Pay Invoices Two and Three

Mr. Kosior moved to approve Request to Pay Invoices Two and Three as presented; motion was seconded by Ms. Romine and unanimously carried.

On-Call Professional Services Contract

City Engineer Nick Minich presented an On-call Professional Services Contract. Mr. Minich stated this will help set them up to apply for Federal Dollars through NIRPSC. Mr. Minich stated this is an hourly contract that is not to exceed \$8,000. Because the Engineering department is down a person, they intend to transfer money from salaries into professional services.

Ms. Romine stated the contract states the hourly billing rates are dated 2020/2021 and questioned if those will be updated. Mr. Minich stated he can get those updated and reviewed before he signs the contract.

Motion/Vote – Approve On-Call Professional Services Contract

Ms. Romine moved to approve On-Call Professional Services Contract as presented; motion seconded by Mr. Kosior and unanimously carried.

Great Lakes Urban Forestry Management Contract

City Engineer Nick Minich stated the City does not currently have an Arborist and presented Great Lakes Urban Forestry Management Contract. Mr. Minich stated the owner resides locally and the city will utilize the Arborist approximately one day per week to respond to

their tree inquiries, rate trees, and help with management planning. From this information, the Street Department and Tree Crew will be able to get the work done and help meet our goals of overall tree canopy health. Mr. Minich recommends looking at the funds available in salaries that can be moved to professional services and not to exceed \$10,000 for 2022 with the possibility of expanding this amount in 2023.

Mr. Werner stated it is important everyone works together to uphold the City Ordinance to not plant trees within 10 feet of an infrastructure, whether that is a fire hydrant or stop box. Mr. Werner stated they spend a lot of time fixing service leaks because the trees have wrapped around the stop boxes and pulled them. Mr. Werner stated ultimately these trees cost the city money in the long run.

Ms. Romine asked if there is a tree subcommittee. Mr. Minich responded by stating the Tree Commission was merged into the Sustainability Commission. The Sustainability Commission will assist with DNR Tree Grants annually and things like that and they will look to Phil to assist with these things when necessary.

Motion/Vote – Approve Great Lakes Urban Forestry Management Contract

Mr. Kosior moved to approve Great Lakes Urban Forestry Management; motion seconded by Ms. Romine and unanimously carried.

Amend Motion to Approve Re-Subdivision of Timba Bakery Parcel

City Planner Craig Phillips stated the City's subdivision Ordinance is outdated according to state compliance standards and is currently going through revision to be updated. Mr. Phillips is requesting the board approve both preliminary and final plat.

Motion/Vote – Amend Re-Subdivision of Timba Bakery Parcel

Ms. Romine made a motion to Amend Re-Subdivision of Timba Bakery Parcel; motion was seconded by Mayor Dermody and unanimously carried.

Motion/Vote – Approval of Preliminary and Final Plat of Timba Bakery Parcel

Ms. Romine made a motion to approve Preliminary and Final Plat of Timba Bakery Parcel as presented; motion seconded by Mr. Kosior and unanimously.

Mayor Dermody requested a moment of silence for the victims of the Greenwood Mall shooting. Mayor Dermody stated we need to continue to work toward being proactive and not reactive as a community.

In addition, Mayor Dermody reminded everyone budget meetings are currently happening. Mayor Dermody expressed his excitement to continually be challenged and be as efficient as we can with the tax dollars received as well as make sure the team knows they are appreciated. Mayor Dermody stated we have well qualified individuals across the board that make La Porte the community that it is.

Unfinished Business

None

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: August 2, 2022