**September 7, 2022**

The Board of Public Works and Safety met in regular session in the Council Chambers on Wednesday, September 7, 2022, at 9:00 A.M.

**Present:** Mayor Dermody, Jessica Romine

**Absent:** Mark Kosior

**Pledge of Allegiance**

Heather Daley 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**

None

**Claims Approval**

Deputy Clerk-Treasurer Knoll presented Payroll from August 19, 2022 in the amount of $476,602.63.

**Motion/Vote – Approval of 8/19 Payroll**

Ms. Romine moved to approve the August 19, 2022 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Deputy Clerk-Treasurer Knoll presented payroll from September 2, 2022 in the amount of $462,865.67

**Motion/Vote – Approval of 9/2 Payroll**

Ms. Romine made a motion to approve the September 2, 2022 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Deputy Clerk-Treasurer Knoll presented Civil City Claims in the amount of $691,011.93.

**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.

Deputy Clerk-Treasurer Knoll presented Water Claims in the amount of $135,000.

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

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

Deputy Clerk-Treasurer Knoll presented Sewage Claims in the amount of $209,191.37

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

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

**OpenGov Contract**

Director of Engineering Nick Minich presented a contract with OpenGov to be able to begin the process of building different applications to integrate all departments onto one program. Mr. Minich stated there are currently several platforms being used among the various departments and OpenGov can provide the same functions within its program. This will allow for a more efficient workflow.

Mayor Dermody questioned if integration to OpenGov for all departments would be an issue within any of the departments. Mr. Minich responded by stating the Wasterwater and Water departments currently use Cartegraph and OpenGov has recently purchased Cartegraph. Mr. Minich stated this is something they are hoping to be able to integrate into other departments. Ms. Romine stated the contract shows a nine-month timeline and questioned how quickly after signing the contract this would start. Mr. Minich stated work would start right away and different aspects will be rolled out as they are built. The current systems being used will not be cancelled until the new applications are working. Ms. Romine questioned what the cost would be for implementation of OpenGov and building the applications. Mr. Minich responded by stating we will have unlimited service agreement in addition to professional services for deployment that is broken into two separate phases. $10,000 will be paid up front and then as we get closer to implementation, the remainder will be paid.

**Motion/Vote – Approve OpenGov Contract**

Ms. Romine made a motion to approve OpenGov Contract as presented; motion seconded by Mayor Dermody and unanimously carried.

**Department Head Reports**

**Communications:** Communications Director Jess Bruder reported the work on the backend of the website for the archives remains ongoing. In addition, Ms. Bruder reminded everyone the Sunflower Fair is just a little over a week away.

**LEAP:** Executive Director of the La Porte Economic Advancement Partnership Bert Cook stated at the Council meeting on Tuesday September 6, 2022, a riverfront liquor permit was approved for Thaddeus C. Gallery downtown. Mr. Cook stated they are expanding into more events at this location. In addition, Mr. Cook stated the Council approved a tax abatement for Maki Precision Machining; a local company that is expanding and will open at 720 Boyd Blvd. This will create 10 jobs at $22.00 per hour.

Mayor Dermody stated quality of jobs rather than quantity of jobs is the attitude they went into this administration with and expressed his excitement for this type of pay for individuals.

City Attorney Nick Otis stated the building Maki Precision Machining will occupy was formerly Winn Machine, which has expanded and moved into a larger facility.

**Transporte:** Transporte Assistant Director/Dispatcher Heather Daley reported August has been the best month thus far for the year with 3,446 riders, 70 more than August 2019; traveling over 11,000 miles. Ms. Daley reported September is off to a great start with a total of 438 riders in three days. Ms. Daley asked for the public’s patience during the beginning of the month as this is their busiest time and to allow for extra time to get to places you need to go. Ms. Daley stated because ridership is up, starting October 2, 2022, they will go back to 7 P.M. end time, Monday through Friday; pre-COVID hours. Ms. Daley reported they have expanded their pickup and drop off distance beyond quarter mile into the county and have already had several riders coming from the county to the City for work and from the City into the county for work. Summer passes are done and a profit of over $4,400 was made. 250 passes were used and 79 were turned in and not used.

**Planning:** City PlannerCraig Phillips reported work continues on the downtown parking study and is out for comment internally with departments and should be wrapping up soon and then presented. In addition, Mr. Phillips reported the work on the Monroe downtown streetscape project continues. Initial designs have been received and should be presented soon. Mr. Phillips stated they are also working on preparing a few properties in the City for bid offering. Mr. Phillips stated the 18th Street property will be advertised for public offering before the next Board of Works meeting in addition to appraisals being done on other properties to get them ready for public offering.

**Wastewater:** Lori Larson reported Monroe Manor is wrapping up, the sewer separation is almost complete. Final restoration is currently being done, and the final phase, tree planting, will take place in the last couple weeks of October. Ms. Larson reported the phosphorus project is ongoing. They are currently waiting on materials but are still anticipating meeting the February deadline.

**Engineering**: Engineering Director Nick Minich reported paving is wrapping up but they are able to add some key streets, including Tipton. Mr. Minich stated we are not always able to pave these areas because of the additional costs due to the pucks in the road for the traffic lights. Mr. Minich stated they have been working with INDOT and will be able to pave a few key roads that we have not been able to due to costs.

Mayor Dermody stated the South side of Tipton will be paved but the North side will not. Mr. Minich responded by stating the North side of Tipton will be included in the overpass project.

**Clerk Treasurer:** Deputy Clerk-Treasurer Knoll reported they have been busy with budgets and that has begun to wrap up as the budget has been advertised.

**Code/Street:** Jeff Batchelor reported the Street Department has been crack sealing and removing trees. In addition, Mr. Batchelor reported the Code department currently has 2,650 violations for the year.

Mayor Dermody stated in light of yesterday's tragedy, he reminded everyone there will be trains sitting from Norfolk Southern and to please make sure you are checking both ways before crossing tracks and never go around the arms. Chief Brettin encouraged parents to have a conversation with their children to understand the importance of not going around the arms when they are down and to be patient.

**Police:** Chief Brettin reported the struggles to swear in a new officer continue because of PERF and he has reached out State Representative Pressel to address the issue. Chief Brettin stated they have reached out to PERF and there is another hiccup. In addition, Chief Brettin stated they have had officers out working with the S.A.V.E. grant and they have seen a decrease in violations but there are still violators out there.

**Fire:** Chief Snyder reported they are also seeing issues with PERF and the academy that was supposed to start September 12, 2022 has been cancelled because of the struggle of getting candidates through the process among other departments. Chief Snyder stated they are hopeful for another academy in the spring. In addition, Chief Brettin reported they were notified by FEMA they have been awarded an AFG Grant, Assistance of Firefighters, in the amount of $45,000 to purchase all new cardio equipment for the exercise rooms at all three stations.

Mayor Dermody reported himself and Chief Snyder met with Noblesville and Westfield Fire Departments last week as they are looking at mental health and behavioral health in order to provide those in need with support. Mayor Dermody stated after speaking with these departments, there is still not a solid process set in place for these individuals that need the support. Mayor Dermody stated we cannot incarcerate our way to success on this issue. Mayor Dermody stated overall it was a good day of meetings.

**New Business:**

**Traffic Ticket Appeal(s)**

Executive Assistant Annette Loeffler presented two parking ticket appeals.

The first ticket appeal stated the individual had to park in a spot near his home and was unable to access his home or his garage due to the sewer replacement project at that corner.

 Chief Brettin stated this ticket was a left side to curb violation, which is not only a City Ordinance, but also a State law. Chief Brettin stated the ticket is not for where the vehicle was parked but rather how it was parked; the traffic was approaching the front of the vehicle where there are no reflectors. Chief Brettin stated this had nothing to do with the construction and had the car been parked passenger side to curb a ticket would not have been issued.

**Motion/Vote – Deny Ticket Appeal**

Ms. Romine made a motion to deny ticket appeal as presented; motion was seconded by Mayor Dermody and unanimously carried.

Executive Assistant Annette Loeffler presented a second ticket appeal. Ms. Loeffler stated this ticket was written due to the vehicle being left overnight in a park. Ms. Loeffler stated the vehicle owner’s son had been struck by a baseball and was transported via ambulance and eventually flown to Chicago.

**Motion/Vote – Approve Ticket Appeal**

Ms. Romine made a motion to approve Ticket Appeal as presented; motion seconded by Mayor Dermody and unanimously carried.

**Request for Use: slicer Home Football Game Information**

Executive Assistant Annette Loeffler presented a request from the Slicer Athletic Department to close a section of C Street from 8th to 10th to allow the band and spectators to walk from the High School to Kiwanis. Ms. Loeffler stated they set up and remove the barricades themselves and the neighborhood is used to this closure.

**Motion/Vote: Approve Request for Use: Slicer Home Football Game Information**

Ms. Romine made a motion to approve Request for Use: Slicer Home Football Game Information as presented; motion seconded by Mayor Dermody and unanimously carried.

**Appointment to the Fire Merit Commission**

Chief Snyder stated he had an impressive conversation with Ian Eldridge and recommends appointing Mr. Eldridge to fill Retiree Ed Gondek’s remaining term.

Mayor Dermody invited Mr. Eldridge to the podium to introduce himself. Mr. Eldridge expressed his excitement for the opportunity of potential appointment to the Merit Commission and provided some background information about himself.

**Motion/Vote to Approve Appointment to the Fire Merit Commission**

Ms. Romine made a motion to approve Appointment to the Fire Merit Commission; motion was seconded by Mayor Dermody and unanimously carried.

**Andrea Smith: Dental, Vision and Life Insurance Upgrade**

Human Resources Director Andrea Smith presented with Earl McClaine from General Insurance. Ms. Smith stated when she took this position she was approached by several and asked about benefits enhancements. Ms. Smith stated she found three benefits that could be enhanced in addition to being saving measures for the City. Ms. Smith stated the first benefit enhancement to be discussed is dental and vision. Ms. Smith stated several carries were shopped. The current plan costs almost $19,000 and will go down to $14,996 with Met Life. Enhanced benefits included in vision are two pairs of glasses, instead of one and the dental max will increase from $1,500 to $1,750. Ms. Smith stated there is a guaranteed rate cap for three years.

Earl McClaine stated we have been in self-funding for a long time and in medical coverage self-funding makes but it does not make sense for dental and vision coverage due to the annual caps and utilization and therefore they were able to find a deeper discount. Mr. McClaine stated they were unable to get a multi-year rate guarantee but were able to get a 5% cap for the second and third year, which will allow us to still be paying less than we are currently paying in three years.

Ms. Smith stated the current Life Insurance Benefit is $15,000, which is nice, but it is not enough in today’s day and age. Ms. Smith stated, pending Board approval, they would like to go with Mutual of Omaha. Ms. Smith stated we are currently paying $700 for a $15,000 policy and will Pay $1,122 for a $50,000 policy with Mutual of Omaha. Ms. Smith stated they would like to utilize the savings from the dental and vision for an enhanced life insurance policy.

Mayor Dermody stated they could have saved money and only moved to a $25,000 policy but they would like to show the employees and their families that they are cared for.

**Motion/Vote – Approve Dental, Vision and Life Insurance Upgrade**

Ms. Romine moved to approve Dental, Vision and Life Insurance Upgrade as presented; motion seconded by Mayor Dermody and unanimously carried.

**Jerry Jackson: WW Basement Protection Grant Applications**

Lori Larson presented two basement backup grant applications. The first application presented is for 1206 Wright Avenue. Ms. Larson stated the selected quote was from H&G and recommends approval.

Mayor Dermody questioned if the homeowners have had a problem or if they were just being proactive. Ms. Larson responded by stating they have had sewage backup into their home that has been verified by the Collection Supervisor Will.

Mayor Dermody stated he is not an insurance agent but recommends everyone make sure they have the proper coverage to be able to fix and repair things as needed when things like this happen. City Attorney Nick Otis responded by stating there are some insurances that do not cover backups but there are things that can be done to prevent backups and that is part of the reason to do these upgrades.

**Motion/Vote – Basement Backup Grant: 1206 Wright Avenue**

Ms. Romine made a motion to approve Basement Backup Grant: 1206 Wright Avenue as presented; motion seconded by Mayor Dermody and unanimously carried.

Ms. Larson presented a second basement backup grant for 1114 Michigan Avenue. Ms. Larson reported the application states they have had 15 basement backups in the last two years. Ms. Larson stated they have verified this information and Dye Plumbing and Heating was selected to do the work and recommends approval.

**Motion/Vote – Approve Basement Backup Grant: 1114 Michigan Avenue**

Ms. Romine moved to approve Basement Backup Grant: 1114 Michigan Avenue as presented; motion was seconded by Mayor Dermody and unanimously carried.

**Septic Hauler Permit: Huff Septic**

Loris Larson presented a request from Huff Septic for a Septic Hauler Permit. Ms. Larson stated this is a company out of South Bend and this is the closest location for them to discharge. In addition, Ms. Larson stated Pre-Treatment Coordinator Matt Amor met with Huff Septic and they agree to follow expected guidelines.

**Motion/Vote – Approve Septic Hauler Permit: Huff Septic**

Ms. Romine moved to approve Septic Hauler Permit: Huff Septic as presented; motion was seconded by Mayor Dermody and unanimously carried.

**Craig Phillips: Mowing Contract**

City Planner Craig Phillips presented a mowing contract for the Beechwood Lakes property. Mr. Phillips states the previous contract was not board approved but has been fulfilled monetarily. Mr. Phillips stated he has requested an actual contract but has yet to receive one. Mr. Philips stated the contract is for the remaining 12 weeks of the year at a rate of $600 per mowing; approximately 15 acres per mowing. Mr. Philips stated the request is for approval of payment in the amount of $7,200 for the remaining mowing for the 2022 season as an extension of the existing contract. There are available funds within the budget to fulfill this request. Mr. Phillips stated he has spoken with City Attorney Nick Otis and it is best to remain with the current provider for the rest of the 2022 season. Mr. Phillips stated he is seeking quotes from other providers for next years mowing season.

Mayor Dermody reminded everyone that this is a short-term investment for a big-time long-term future development. Mayor Dermody stated they have met with a high-end large-scale builder and look forward to more opportunities with Beechwood Lake. Mayor Dermody stated he wants the public to know that the City is moving on the property, but the property is special, and it must be with the right partner.

**Motion/Vote – Approve Mowing Contract**

Ms. Romine moved to approve Mowing Contract as presented; motion seconded by Mayor Dermody and unanimously carried.

**Update: Habitat for Humanity Project on Timba**

City Planner Craig Phillips requested to postpone this update as the Executive Director of Habitat for Humanity La Porte County had to leave town for a family emergency. Ms. Romine questioned if Mr. Phillips is pleased with the progress that has been made. Mr. Phillips responded by stating he is pleased with the progress and the creative solutions to some of the challenges that have been faced.

**David Heinold: DT Outdoor Dining Application: Bon Viet**

City Planner David Heinold presented an application for 501 Lincolnway, from bon Viet, for the two properties on Jackson and Lincolnway. Mr. Heinold stated a planter on Jackson Street has recently been removed and Bon Viet has proposed adding outdoor seating with fencing around two areas; between the traffic pole and planter on Lincolnway in addition to where the planter previously was Mr. Heinold stated he went and looked at the area and as long as they keep the four-foot minimum for a clear path by the streetlight there are no other concerns.

Mayor Dermody questioned when they are anticipated opening. Mr. Heinold responded by starting in October.

**Motion/Vote – Approve DT Outdoor Dining Application: Bon Viet**

Ms. Romine made a motion to approve DT Outdoor Dining Application: Bon Viet as presented; motion was seconded by Mayor Dermody and unanimously carried.

**Contract for Professional Services: Trails, Greenways & Blueways Master Plan**

City Planner David Heinold presented a professional services agreement for the Trails, Greenways and Blueways Master Plan. Mr. Heinold stated we had received a matching grant for this and solicited requests for proposals for this project. Mr. Heinold stated the expectations for the plan were to develop priority recommendations for walking, bicycling and paddling in the City. Mr. Heinold stated this will be a year long process and will begin this fall. Mr. Heinold stated the agreement is between McKenna & Associates and the City and not to exceed the amount of $42,500. City Attorney Nick Otis has reviewed the agreement and requests approval.

Additionally, City Planner Craig Phillips stated this is an exciting project in addition to other park and trail projects that are underway. Mr. Phillips stated with this project they will be looking at ways to connect from trail to trail and various parts of the community to the trails.

City Engineer Nick Minich stated this is a great time to look at all that has been done and make sure we are getting the rest of it right. Mayor Dermody questioned if construction for Chessie two is still scheduled for this year. Mr. Minich responded by stating construction will start this fall.

**Motion/Vote – Approval Contract for Professional Services: Trails, Greenways & Blueways Master Plan**

Ms. Romine made a motion to approve Contract for Professional Services: Trails, Greenways & Blueways as presented; motions seconded by Mayor Dermody and unanimously carried.

**Nick Minich: INDOT-LPA Agreement-Des. No. 2101143 Emergency Vehicle Preemption**

City Engineer Nick Minich presented the INDOT-LPA Agreement-Des. No. 2101143 which is the City’s Emergency Vehicle Preemption Project. This project is funded through a HSIP Grant from NIPRC and will be a 90/10 project. Based on the resolution passed at the last meeting, only the Mayor would need to sign the agreement electronically.

**Motion/Vote – Approval INDOT-LPA Agreement-Des. No. 2101143 Emergency Vehicle Preemption**

Ms. Romine made a motion to approve INDOT-LPA Agreement-Des. No. 2101143 Emergency Vehicle Preemption as presented; motion seconded by Mayor Dermody and unanimously carried.

**Schneider Change Order #7**

City Engineer Nick Minich stated at the September 6, 2022 Council meeting there was an approval of the amended ARP Funding Plan and the first reading for allocating funds for Change Order Plan #7 for the Schneider Electric Project. Mr. Minich stated this is the bulk of the HVAC and new air conditioning for the Civic in addition to getting the seating area ADA accessible before installation of new seating.

Mayor Dermody stated there is a chair in the corner of the Chambers for anyone who would like to see what the new seats will look like. In addition, Mayor Dermody recognized these projects would not be possible with the Federal funding, the art money. This is 100-year-old facility and would like to have it around for another 100 years so these updates are necessary.

**Motion/Vote - Approve Schnider Change Order #7**

Ms. Romine made a motion to approve Schneider Change Order #7 as presented; motion seconded by Mayor Dermody and unanimously carried.

**Local Match – Des. No. 1601867 Chessie Phase 2**

City Engineer Nick Minich stated the local match for Chessie Trail is 20% of the project construction in the amount of $337,241.76. Mr. Minich stated he is requesting payment in this amount, and this will finalize our commitment to INDOT to get the construction portion started.

Ms. Romine asked if this payment is for the City’s portion. Mr. Minich confirmed this is the City’s portion and stated prices were more than initially expected which is why the project was rebid. Mr. Minich stated when the grant was requested from the Healthcare Foundation we were short $181, so this will be paid from the grant from the Healthcare Foundation except for $181.

Mayor Dermody requested Mr. Minich to explain the route of Chessie Trail 2. Mr. Minich stated the trail through Newport Landing is part of Chessie Trail and this will essentially connect it to the hospital and beyond. The trail crosses Pine Lake Ave at Newport Boulevard at the signal, and then it runs along the former Chessie Corridor until Lake Street and then it goes down Tyler all the way to 1st Street and then west on 1st Street and ends in the area of TransPorte and the Street Department. Mr. Minich stated this is a key part of the project that connects residents to businesses and allows a safe way to get to Fox Park and hopefully Soldier Memorial Park as well.

**Motion/Vote - Approve Local Match Des. No. 1601867 Chessie Phase 2**

Ms. Romine made a motion to approve Local Match Des. No. 1601867 Chessie Phase 2 as presented; motion seconded by Mayor Dermody and unanimously carried.

**United Consulting Professional Services – Polk Street Extension**

City Engineer Nick Minich presented a contract with United Consulting Professional services. Mr. Minich stated this contract will help develop the application for Federal funding for the Polk Street extension. This project will extend Polk Street so it will connect from Pine Lake Ave to McClung Road, which will allow additional access to Fox Park. In addition, this will help with parking issues at the amphitheater and other places.

**Motion/Vote - Approve United Consulting Professional Services – Polk Street Extension**

Ms. Romine made a motion to approve United Consulting Professional Services – Polk Street Extension as presented; motion seconded by Mayor Dermody

**Unfinished Business**

Mayor Dermody reminded everyone Saturday is Wellness Day at the market and Sunday the Firefighters will have their memorial stair climb in honor of 9/11 and those that went up into the tower. Mayor Dermody stated the public is welcome to come and participate. There is a ceremony at 7:20 and those that are unable to climb are welcome to walk the track. In addition, Mayor Dermody reminded everyone the Sunflower Fair is on Saturday September 17th.

**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: August 2, 2022**