

November 22, 2022

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, November 22, 2022, at 9:00 A.M.

Present: Mayor Dermody, Mark Kosior

Absent: Jessica Romine

Pledge of Allegiance

Kyle Cashmer 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

Mr. Kosior moved to approve the minutes as presented; motion seconded by Mayor Dermody and unanimously carried.

Public Comment

None

Claims Approval

Clerk-Treasurer Parthun presented Payroll from November 10, 2022 in the amount of \$466,228.41.

Motion/Vote – Approval of 9/16 Payroll

Mr. Kosior moved to approve the November 10, 2022 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$454,523.09.

Motion/Vote – Approval of Civil City Claims

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

Clerk-Treasurer Parthun presented Water Claims in the amount of \$59,299.32.

Motion/Vote – Approval of Water Claims

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

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$447,263.83

Motion/Vote – Approval of Sewage Claims

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

Department Head Reports

Planning:

City Planner: City Planner Craig Phillips reported the department is working to finish the parking study and should be presenting the study to the public soon. Mr. Phillips stated work continues with the Monroe Plaza and Streetscape Project. In addition, Mr. Phillips stated work continues with the Trails, Greenways, and Pathways Master Plan; a public input session was held in addition to focus group meetings. Mr. Phillips stated they are continuing work on the housing projects for the City as well as annexations that are currently going on.

Wastewater: Wastewater Director Jerry Jackson reported they had an inspection from IDEM on Friday. Mr. Jackson stated they had a new inspector with a lot of lab experience, and she requested data and paperwork. Mr. Jackson stated he believes they did well and will share the report once it is received.

Water: Water Director Tim Werner reported the East Plant well number C out of rotation for the annual well clean and maintenance. Mr. Werner stated as the static and pumping levels begin to drop, it is easier to bring those back to production levels if the maintenance is kept up on rather than letting them get clogged, which will ultimately help prolong the life of the well. Mr. Werner stated there are several staff members that are preparing to take their certification tests. The goal is to have every staff member in the department certified through the State of Indiana. Mr. Kosior questioned if there is any impact on the water supply when a well is taken out of service. Mr. Werner responded by stating no, the EP wells are part of the East Plant number two, there are six active wells. The Lake Street plant is affected but this is where the Soldier Memorial wells will come into place. Mr. Werner stated this maintenance is done during this time of year because the demand for water is down during this time.

Human Resource: Human Resource Director Andrea Smith reported she is finishing up open enrollment. Ms. Smith stated wellness screens ended last week, however, if you were unable to make it please call WellPorte to schedule an appointment and they will work to get you in.

TransPorte: TransPorte Director Beth West reminded the public, TransPorte will be closed on Thursday in observance of Thanksgiving. Ms. West stated TransPorte will have limited hours, 6 A.M. to 4 P.M., Friday November 25, 2022, with limited drivers and asks for the public's patience. Ms. West reminded those that purchased Holiday Passes, they must be used before the end of the year, or it will expire. Ms. West stated she is currently working with an advertising company to start advertising on the buses to help with revenue for next year.

Communications: Communications Director Jess Bruder reported the Holiday edition of Travel Indiana Magazine is out; the city has a half page advertisement for the Santa Parade

and a half page editorial on all the fund things to do in and around La Porte for the Fall and Winter seasons. Ms. Bruder reported Travel Indiana Magazine provided information for the year: It was estimated more than 55,000 people were reached per issue and 79 percent of their readers had planned a trip based on something they had seen in the magazine. The City had an ad in all four issues for this year.

Fire: Chief Snyder reported the department mechanics are currently doing their annual pump testing on all apparatus that is required. Chief Snyder reminded the public to be careful with cold weather and to get furnaces checked and fireplaces cleaned as the department has already seen a couple cold weather-related fires in the last week.

Police: Chief Brettin reported there were three graduates from the Northwest Indiana Law Enforcement Academy on Friday. Chief Brettin stated one graduate was extended a conditional offer, the office must complete the psych evaluation on Friday and will hopefully be sworn in before the end of the year.

Code:

Street: Mike Frazee reported they are continuing to work on leaf pickup. Because of the snow, they are unable to use the leaf vac to pick up but are hoping to get the leaf vac back out as soon as the snow is gone. Mr. Frazee stated if the payloader is used there is the potential to tear up the tree lawns and they would like to avoid this if possible. Mayor Dermody questioned what the options will be for leaf pick up if the snow does not go away. Mr. Frazee responded by stating if the snow does not go away, they will continue to do their best to pick up the leaves with the dump trucks and loader if necessary and then make a round again in the spring if necessary. The goal is to get everything cleaned up this fall.

New Business:

Amend 2023 Holiday Schedule

Executive Assistant Annette Loeffler presented Amend 2023 Holiday Schedule. Ms. Loeffler stated New Year's Day was not included in the previously approved Holiday Schedule and would like to add it.

Motion/Vote: Approve Amend 2023 Holiday Schedule

Mr. Kosior made a motion to approve Amend 2023 Holiday Schedule; motion seconded by Mayor Dermody and seconded by Mayor Dermody and unanimously carried.

Amend 2023 Board of Works Meeting Schedule

Executive Assistant Annette Loeffler presented Amend 2023 Board of Works Meeting Schedule. Ms. Loeffler stated the first Board of works meeting needs to be moved from Tuesday to Wednesday due to the Holiday, New Year's Day.

Motion/Vote: Approve Amend 2023 Board of Works Meeting Schedule

Mr. Kosior made a motion to approve Amend 2023 Board of Works Meeting Schedule as presented; motion seconded by Mayor Dermody and unanimously carried.

City of La Porte Street Sweeping Agreement

Clerk-Treasurer Parthun presented a contract from INDOT in the amount of \$6,228 that will be received for street sweeping 17.3 total curb miles twice a year on State Road 2, State Road 4, and US-35.

Motion/Vote: City of La Porte Street Sweeping Agreement

Mr. Kosior made a motion to approve City of La Porte Street Sweeping Agreement as presented; motion seconded by Mayor Dermody and unanimously carried.

Kyle Cashmer: Beechwood Golf Course Proposal 2022

Kyle Cashmer presented Beechwood Golf Course Proposal 2022. Mr. Casher stated they are renewing their Golf Now contract; they are transitioning from a server-based system to an iCloud system. This will include all new hardware and software for the point-of-sale system and transition to them for credit card processing; all fees will match current Frontline processing fees.

Motion/Vote to Approve Beechwood Golf Course Proposal 2022

Ms. Romine made a motion to approve Renewal of the ADA Policy/Transition Plan/Title VI Plan as presented; motion was seconded by Mayor Dermody and unanimously carried.

Jessica Bruder: Advertising Agreement

Communications Director Jess Bruder presented an advertisement agreement for Travel Indiana Magazine. Ms. Bruder stated this agreement is on par with what was paid last year but the agreement was able to be more tailored to the City's needs. The agreement includes a full-page itinerary in the staycation issue, a formatted ad in all four issues for the year, and a mention in all their e-newsletters. In addition, Mr. Bruder stated there will be two editorial mentions in two editorials picked by us at no additional cost. Mr. Kosior questioned if there were any tracking mechanisms in place, such as a survey, to be able to determine if people that come to the community came because they saw something in Travel Indiana Magazine. Ms. Bruder responded by stating there is no survey done at the local level, however, Travel Indiana Magazine did conduct a survey on a broader scale to determine the statistics previously stated.

Motion/Vote – Approve Advertising Agreement

Mr. Kosior moved to approve Advertising Agreement as presented; motion seconded by Mayor Dermody and unanimously carried.

Andrea Smith: General Insurance Request, COBRA Rate Approval, UMR Renewal

Human Resource Director Andrea Smith introduced Renee Collier of General Insurance to discuss UMR COBRA rates, Optum fully insured transplant, and UMR Berkley Stop Loss. Ms. Collier stated the Berkley Stop Loss is going very well, with the City being about \$350,000 in

the positive reserve at this point for the year. Ms. Collier stated the proposed renewal is 0.66 percent, which is unusual because most plans are running in double digits. Ms. Collier credited Andrea, Courtney, and Corinne for this low increase due to implementation of forward-thinking strategies to contain costs such as the WellPorte Clinic and Apta care coordination. Ms. Collier stated as far as UMR and Berkley, all the provisions are the same except regarding UMR, the 2023 cola limits from the IRS have been adjusted so they have made the necessary adjustments to comply with these changes. Ms. Collier stated the individual deductible for the high deductible plan is raising to \$3,000 from \$2,800 and recommends going with the \$125,000 specific deductible from the \$100,000 for the Berkley Stop Loss. Mayor Dermody questioned the recommendation to go with the increased deductible. Ms. Collier responded by stating the \$125,000 is going to reduce the admin fees and that will help reduce collateral to the captive. Mr. Kosior questioned if the reserve rolls over. Ms. Collier responded by stating it does roll over and it is recommended to keep two years in the captive of the collateral and then it can be rolled over if any remains. In addition, Ms. Collier stated the COBRA rates do reflect the 0.66% renewal rate and the vision and dental will reflect the MetLife premiums as well, keeping everything consistent. Ms. Collier stated the Optum fully insured transplant policy will increase 0.3%. Mr. Kosior questioned how many people take advantage of the high deductible plan. Ms. Smith responded by stating 183.

Motion/Vote – Approve General Insurance Request, COBRA Rate Approval, UMR Renewal

Mr. Kosior made a motion to approve General Insurance Request, COBRA Rate Approval, UMR Renewal as presented; motion seconded by Mr. Mayor Dermody and unanimously carried.

Jerry Jackson: Wastewater Treatment Plan Roofing

Wastewater Director Jerry Jackson presented an invoice from AA Rain-Tite Roofing in the amount of \$108, 848. Mr. Jackson stated they re-roofed the bio tower pump house, trickling filter pump house and screen building. Mr. Jackson stated AA Rain-Tite did good work and recommends payment.

Motion/Vote – Approve Wastewater Treatment Plan Roofing

Mr. Kosior made a motion to approve Wastewater Treatment Plan Roofing as presented; motion seconded by Mayor Dermody and unanimously carried.

Craig Phillips: Approval of Contract for Preliminary Engineering and Property Management for Chessie 3 Trail Project

City Planner Craig Phillips presented a proposal from VS Engineering for the Chess Trail 3 Project. Mr. Phillips stated this phase of the project would connect La Porte to Michigan City. This would take off from the vicinity of where the Chessie Trail currently does a dog leg at East Shore Boulevard and heads north along the old Chessie Trail railroad right of way and would follow the South Shore commuter line West to Michigan City. Mr. Phillips stated we initially received a seven-million-dollar Grant toward the project through the Ready Grant Program from the State and because of the size of this project, it is necessary to have

consultants assist with the program management, submitting information that is required to the state related to the preliminary steps for the grant coordination between the various entities involved: City of La Porte, City of Michigan City, La Porte County, and the Healthcare Foundation of La Porte. Mr. Phillips stated the Healthcare Foundation of La Porte has offered a Grant for the cost related to his proposal, in the amount of \$200,000. Mr. Phillips stated we are also in need of updated cost estimates for the project due to the increased costs of everything over the last couple of years. This will allow us to go for additional grant dollars for the project. Mr. Phillips recommends approval and states work will begin immediately following the Holidays and will continue throughout the 2023 Calander year. Mr. Kosior questioned Mr. Phillips if there was an estimated cost for the entirety of the project. Mr. Phillips responded by stating the work from VS Engineering will provide this information. Mr. Phillips stated we knew the cost a couple of years ago but with inflation and other issues associated with the supply chain, the costs have gone up. Mr. Kosior if there would be an additional Ready Grant that could be sought. Mr. Phillips stated he was unsure of another Ready Grant but there may be additional opportunities for other grants over the next few years. Mr. Kosior questioned if funding is not available, if this project can be pieced together. Mr. Phillips stated if funding is not available to complete, the project can be done in phases. Mr. Phillips stated if the project cannot be completed in its entirety, the work for the project would start from both ends and work toward the middle so both communities can take advantage of having additional trail for residents.

Motion/Vote – Approve Contract for Preliminary Engineering and Property Management for Chessie 3 Trail Project

Mr. Kosior made a motion to approve Contract for Preliminary Engineering and Property Management for Chessie 3 Trail Project as presented; motion seconded by Mayor Dermody and unanimously carried.

David Heinold: United Consulting Contract

City Planner David Heniold presented a contract from United Consulting in the amount of \$74,600 and not to exceed this amount. This contract is for the Emergency Vehicle Preemption project. Mayor Dermody questioned what level this would move the preemption too. Mr. Heinold responded by stating this includes all the engineering services including design and environmental review. Mr. Kosior questioned if this will include

Unfinished Business

Mayor Dermody thanked all the organizations and families that helped the community during Thanksgiving to provide meals and turkey. Mayor Dermody wished New Prairie Football good luck on Saturday. Mr. Kosior thanked all the City staff and the leadership team within the City for all they do throughout the year.

Other Business

City Attorney Nick Otis read a question from an individual online asking if there were any updates on the Elm safety and stop sign installation. Mayor Dermody responded by stating there was no update at this time.

The next Board of Works Meeting will be on Tuesday December 6, 2022.

Adjourn

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

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: December 6, 2022