

October 3, 2023

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, October 3, 2023, at 9:00 A.M.

Present: Mayor Dermody, Mark Kosior, Jessica Romine

Absent:

Detective Schaefer 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 made a motion to approve the minutes as presented; motion seconded by Mr. Kosior and unanimously carried.

Swearing in of New Police Officer

Chief Brettin swore in Officer Joe Mosley. Officer Mosley introduced those individuals there to support him, spoke briefly about himself and expressed his excitement to begin working for the City of La Porte.

Introduction of new Director of IT

Human Resources Director Andrea Smith introduced the new IT Director Roscoe Hoffman. Ms. Smith stated Mr. Hoffman is coming to us from the County. Mr. Hoffman spoke briefly about himself and expressed his excitement to begin work.

Public Comment

None

Claims Approval

Clerk-Treasurer Parthun presented Payroll from September 29, 2023 in the amount of \$486,893.99.

Motion/Vote – Approval of September 29, 2023 Payroll

Mr. Kosior made a motion to approve the September 29, 2023 Payroll as presented; motion seconded by Ms. Romine and unanimously carried.

Clerk-Treasurer Parthun presented 3rd Quarter Payroll in the amount of \$1,926.88.

Motion/Vote – Approval of 3rd Quarter Payroll

Mr. Kosior made a motion to approve the 3rd Quarter Payroll as presented; motion seconded by Ms. Romine and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$225,785.71.

Motion/Vote – Approval of Civil City Claims

Mr. Kosior made a motion to approve the Civil City Claims as presented; motion seconded Ms. Romine by and unanimously carried.

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$84,343.18.

Motion/Vote – Approval of Sewage Claims

Mr. Kosior made a motion 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 \$38,943.40.

Motion/Vote – Approval of Water Claims

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

Department Head Reports

Wastewater: Wastewater Director Jerry Jackson reported Pavey is installing their scum pump at the treatment plant.

Water: Water Superintendent reminded the public that the Fall flushing will begin on October 15th and will last approximately four weeks. The hours of the flushing will be from 8 P.M. to 6 A.M. In addition, Mr. Werner reported the water main has been installed on I Street and they are expecting the results today from the first Bac-T test.

City Planner: Assistant City Planner David Heinold reported the Trails, Greenways, and Blueways plan is moving toward adoption. In addition, Mr. Heinold reported the interview and selection process continues with the Comprehensive Transportation Plan.

Park: Park Superintendent Mark Schreiber reported with the renovations to the Civic are coming to an end and classes will return this fall: Youth gymnastics, yoga for tots and adults, men’s basketball league. In addition, Mr. Schreiber announced the upcoming concerts at the Civic are Slippery When Wet on October 13th and Gary Levox on October 27th. Information and tickets can be found on LaPorteCivic.com. Mr. Schreiber reported Beechwood will be closed on October 9-10, for Fall maintenance. The following Wednesday, Beechwood will begin fall rates. In addition, Mr. Schreiber reported park department bathrooms will be closed on October 15th.

Human Resources: Human Resources Director Andrea Smith reminded everyone that flu shots began yesterday and will be available through the end of the year. In addition, Ms. Smith

reminded employees that open enrollment will be at the end of October. There will be no big changes and should go quickly.

Fire: Chief Snyder reported the ISO evaluation is happening today. This evaluation is a large factor that determines home and business owner's property insurance rates. Chief Snyder stated the goal is to maintain if not improve the score. Chief Snyder thanked the water department for all their help in getting the required information together. In addition, Chief Snyder reported fire prevention week will be next week so they will be extremely busy. Due to the construction, there will be no open house this year.

Police: Chief Brettin reported the Cops and Bobbers event went extremely well and recognized Caitlyn Kalisisk for her hard work. Chief Brettin jokingly stated they did lose to Michigan City; however, he believes there were accounting errors. Chief Brettin also recognized Chief Snyder for bringing out the firefighters and catching the most fish for the Sheriff's Department because they did not have any volunteers. Chief Brettin reported Officers Helmecky and Atkinson, Sergeant Dyer, and Corporal Jaskowiak were recognized for their courageous work and saving a life.

Code/Street: Director of Streets and Code Jeff Batchelor announced Fall cleanup will be October 16-20 on whatever your regular trash day is. In addition, Mr. Batchelor reported they are out trimming trees, fixing potholes, and mowing grass.

New Business:

Request City Hall Closing for City Picnic: October 6, 11:30 to 1 P.M.

Executive Assistant Annette Loeffler presented Request City Hall Closing for City Picnic: October 6, 11:30 to 1 P.M. This request is to close City Hall to allow employees to attend the City Picnic.

Motion/Vote – Approval of Request City Hall Closing for City Picnic: October 6, 11:30 to 1 P.M.

Ms. Romine made a motion to approve Request City Hall Closing for City Picnic: October 6, 11:30 to 1 P.M. as presented; motion seconded by Mr. Kosior and unanimously carried.

Proposed City Holiday Schedule

Executive Assistant Annette Loeffler presented Proposed 2024 Holiday Schedule. Ms. Loeffler stated everything on the list in yellow is City Ordinance, green are State holidays, and blue are Federal holidays.

Motion/Vote – Approval of Proposed 2024 Holiday Schedule

Mr. Kosior made a motion to approve Proposed 2024 Holiday Schedule as presented; motion seconded by Ms. Romine and unanimously carried.

Park Street Development Agreement

Mayor Dermody stated the Park Street Development Agreement will be tabled.

Commercial Lease Agreement: 2510 Monroe St

City Attorney Nick Otis Presented Commercial Lease Agreement: 2510 Monroe St. Attorney Otis stated the City Council has already approved this and is now requesting approval from the Board. Attorney Otis requested Mayor Dermody to speak on this because he has been in touch with the new vendor. Mayor Dermody stated the YMCA is transitioning away from childcare services and The Learning Tree has agreed to take over the YMCA childcare under The Learning Tree Name. Mayor Dermody stated The Learning Tree is from Valparaiso and they have already established a successful program. Mayor Dermody stated the city owns the property at 2510 Monroes Street and would like to continue the lease for three years at the same financial rate the YMCA had received in exchange for The Learning Tree to make necessary changes.

Motion/Vote – Approval of Commercial Lease Agreement: 2510 Monroe St

Mayor Dermody made a motion to approve Commercial Lease Agreement: 2510 Monroe St as presented; motion seconded by Mr. Kosior and unanimously carried. Member Romine Abstained from the vote.

Request to Re-Bid Lake Street Property

Attorney Otis stated this is a parcel that the City owns and is currently vacant. Originally there was one bid that was received which was below the average of the two appraisals. Attorney Otis stated they are interested in working with the individual that bid but are statutorily required to go through the bid process again. Mayor Dermody stated this property is not a very attractive piece of property, even though the Street Department has cleaned it up. Executive Director of the La Porte Economic Advancement Partnership Bert Cook stated he agrees with Mayor Dermody and stated this property is appealing to a limited number of individuals.

Motion/Vote – Approval of Re-Bid Lake Street Property

Mr. Kosior made a motion to approve Re-Bid Lake Street Property as presented; motion seconded by Ms. Romine and unanimously carried.

Grant Agreement

Mental Health Professional Caitlyn Kalisik presented Grant Agreement. Ms. Kalisik stated this is a grant from the Unity Foundation in the amount of \$5,000. The funds from this grant will be used to create a community needs fund. Ms. Kalisik stated when she started with the department and began working in the community, she recognized the need for individuals or families for sometimes small things, such as a bus pass to get to an appointment. The grant is broken down into various categories and does contain a miscellaneous fund that allows her to be able to work with individuals or families with unique needs to help them find long term solutions to some of the problems they are facing.

Motion/Vote – Approval of Grant Agreement

Ms. Romine made a motion to approve Grant Agreement as presented; motion seconded by Mr. Kosior and unanimously carried.

Change Order 1 PY 21 General Repairs: 1710 K Street

CDBG Manager Mary Ann Richards presented Change Order 1 PY 21 General Repairs: 1710 K Street. Ms. Richards stated installation of a storm door at the front entrance of the house needs to be added to the work scope. Ms. Richards stated this was missed in the original work scope and needs to be done because the door is being widened to accommodate a wheelchair. In addition, Ms. Richards stated they also need to widen the doorway for the bathroom to be able to accommodate a wheelchair. The change order is in the amount of \$3,430. Ms. Richards stated the funding is available through the CDBG grant and will increase the total contract price to \$39,530.

Motion/Vote – Approval of Change Order 1 PY 21 General Repairs: 1710 K Street

Mr. Kosior made a motion to approve Change Order 1 PY 21 General Repairs: 1710 K Street as presented; motion seconded by Ms. Romine and unanimously carried.

Change Order 1 PY 20/21 Electric Repairs: 210 Grandview

CDBG Manager Mary Ann Richards presented Change Order 1 PY 20/21 Electric Repairs: 210 Grandview. Ms. Richards stated the electrician observed code-related items that needed to be taken care of while crawling through the attic and through the garage. The change order is in the amount of \$675, bringing the contract total to \$11,325.

Motion/Vote – Approval of Change Order 1 PY 20/21 Electric Repairs: 210 Grandview

Ms. Romine made a motion to approve Change Order 1 PY 20/21 Electric Repairs: 210 Grandview as presented; motion seconded by Mr. Kosior and unanimously carried.

Contract for Project Swaddle

Fire Chief Andy Snyder presented Contract for Project Swaddle. Chief Snyder stated this contract allows us to move forward with the program and for personnel to be trained. The contract is very extensive and outlines everything that is needed from how to train to medical supplies that are purchased. Chief Snyder stated this program allows them to go out into the field into the homes of expectant mothers and guide them through various aspects of childbirth in addition to once the child is born. Chief Snyder credited Franciscan with doing the hard work for this program and asking the department to be a partner. Chief Snyder stated seven firefighters have come forward and committed themselves to this program and they will be paid by Franciscan for their work. Chief Snyder stated the City Council has adopted a salary ordinance change. Chief Snyder invited Tristan Kriby and Larissa Hoit from Franciscan to speak. Ms. Hoit expressed their excitement for this grant to finally be coming to fruition and spoke briefly about the program. Mr. Kosior questioned how the intake process works. Ms. Hoit stated initially they will be working with the OB Physicians, labor and delivery nurses, ER and some will be funneled through prenatal assistance. They will be looking for moms that have had prior pre-eclampsia, gestational diabetes, late term losses, pre-term labor or any

pregnancy that may have any complications. Initially, the focus will be on Franciscan patients. Once the program takes off, the hope is for it to expand in the future. Ms. Kirby stated the program is being modeled off the Project Swaddle Program in Crawfordsville. It started small and has grown to include providers outside of Franciscan. Ms. Romine questioned what the timeframe is for this contract. Mr. Kosior stated the contract states it is for one year and then will be revisited.

Motion/Vote – Approval of Contract for Project Swaddle

Ms. Romine made a motion to approve Contract for Project Swaddle as presented; motion seconded by Mr. Kosior and unanimously carried.

Unfinished Business

2024 Budgets: Mayor Dermody stated they will be presenting the Board at the next meeting with a brief overview of the 2024 Budget. Mayor Dermody thanked Clerk-Treasurer Parthun and her team for their hard work in creating a structurally balanced budget amongst all tax funds.

Other Business:

Next regularly scheduled meeting: Tuesday October 17, 2023 at 9 A.M. Fall Clean Up: Monday October 16th through Friday October 20th on your regularly scheduled trash day. Trick or Treat: Tuesday, October 31st 6 P.M. to 8 P.M. Mayor Dermody stated the Bolt for the Heart 5k Run/Walk is next Saturday and encouraged everyone to sign up.

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: October 17, 2023