

April 16, 2024

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, April 16, 2024, at 9:00 A.M.

Present: Mayor Dermody, Jessica Romine

Absent: Mark Kosior

Mark Schreiber 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 Mayor Dermody and unanimously carried.

Public Comment

None

Claims Approval

Clerk-Treasurer Parthun presented Payroll from April 12, 2024 in the amount of \$532,859.51.

Motion/Vote – Approval of April 12, 2024 Payroll

Ms. Romine made a motion to approve the April 12, 2024 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$997,878.82.

Motion/Vote – Approval of Civil City Claims

Ms. Romine made a motion 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 \$208,548.80.

Motion/Vote – Approval of Water Claims

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

Clerk-Treasurer Parthun presented Sewage Claims in the amount of \$143,102.62.

Motion/Vote – Approval of Sewage Claims

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

Clerk-Treasurer Parthu noted there was a temporary loan to the Police Pension from Cedit in the amount of \$200,000 to cover until we receive our settlement. This temporary loan is normal and is done annually.

Credit Card Inventory Approval

Clerk-Treasurer Parthun presented Credit Card Inventory Approval. Clerk-Treasurer Parthun stated there were a couple of changes including adding a credit card for the police department admin. The credit limit did not change from last year, some credit limits were shifted to accommodate the new card.

Motion/Vote – Approval of Credit Card Inventory

Ms. Romine made a motion to approve Credit Card Inventory as presented; motion seconded by Mayor Dermody and unanimously carried.

Vehicle Inventory Approval

Clerk-Treasurer Parthun presented Vehicle Inventory Approval. This vehicle inventory notates all vehicles currently owned and leased by the City of La Porte.

Motion/Vote – Approval of Vehicle Inventory

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

Department Head Reports

Water: Water Superintendent Tim Werner reminded the public that the spring hydrant flushing started on Sunday night. The flushing will happen during the hours of 8 P.M. and 5 A.M. In addition, Mr. Werner stated if anyone notices any discoloring in their water to let the cold water run. If anyone happens to be doing laundry and notices rust stains, do not dry the clothes, and contact the Water Department and they will bring you some rust out.

Wastewater: Wastewater Superintendent Jerry Jackson reported the McClung Road sanitation sewer project is currently out for bid. There will be a construction meeting on Thursday. This project will extend sanitary sewers along McClung Road from East shore Parkway down to Kabeline and from the railroad right-of-way by the VFW up to Seivers Road. Mr. Jackson stated bids should be turned in within a couple of weeks and construction should begin this spring.

Engineering: City Engineer Nick Minich reported they have issued a right-of-way permit for South Shore Freight. This permit allows the closure of East Jefferson May 9 – 11. Mr. Minich stated South Shore Freight will make all of the notifications to the Street Department, EMS, Fire, Police, etc. In addition, Mr. Minich reported work on Truesdale continues and is on track.

Code: Director of Code Enforcement Jeff Batchelor reported they are making progress with plywood on windows. There are some individuals that have had new windows installed and it continues to be a work in progress.

Fire: Chief Snyder announced the annual pancake breakfast will be Saturday from 8 A.M. to 11 A.M. The cost is \$10 per ticket and all proceeds will go toward the Arnold J Devereaux Scholarship Fund. Mayor Dermody recognized Chief Snyder for a fantastic job at the ceremony of the new baby box.

Park: Parks and Recreation Superintendent Mark Schreiber reported the restrooms are officially open for the season. The restrooms will be open daily from approximately 7 A.M. to 7 P.M. until October 15. The Earth Day Ceremony will be April 23, 2024 in partnership with American Renolit from 8 A.M. until 10 A.M. at Fox Park. Volunteers are encouraged to participate in the clean-up and native wildflower planting. Volunteers can register at laporteparkandrec.com. In addition, Mr. Schreiber stated there are two summer programs that are now open for registration: Art Camp and Nature Camp. There are two sessions for Art Camp, June 10th through June 20th and July 8th through July 18th. The Nature Camp will be from July 29th through August 1st. Mr. Schreiber reported they will be bringing back the free summer playground program. All information regarding summer programs can be found on laporteparkandrec.com.

Streets: Street Superintendent Mike Frazee reported they are out patching, street sweeping, tree removal, and putting up the school banners for the baseball team this week. In addition, Mr. Frazee reminded everyone that the signs have gone up and the intersection of Lake and Tyler is now a four-way stop.

New Business:

Request for Use: NWITRI Triathlon

Executive Assistant Annette Loeffler presented Request for Use: NWITRI Triathlon. The triathlon is July 13th this year. Ms. Loeffler reported there has been so much interest in the triathlon this year that there may be a limit on participation due to limited space for parking for the event. Ms. Loeffler stated this is the 44th event and they always use the same route. Mayor Dermody requested the organization to work with Mr. Schreiber to work out the parking to eliminate the need to limit the number of participants.

Motion/Vote – Approval Request for Use: NWITRI Triathlon

Ms. Romine made a motion to approve Request for Use: NWITRI Triathlon as presented; motion seconded by Mayor Dermody and unanimously carried.

NIRPC Agreement w/Exhibits

Mayor Dermody presented NIRPC Agreement w/Exhibits. Mayor Dermody stated this is for the La Porte County revolving loan fund. The City of Michigan City and the City of La Porte will receive funds, approximately \$30,000, as a one-time payment due to this fund dissolving.

Mayor Dermody stated his hopes for these funds would be for them to go toward mental health.

Motion/Vote – Approval of NIRPC Agreement w/Exhibits

Ms. Romine made a motion to approve NIRPC Agreement w/Exhibits as presented; motion seconded by Mayor Dermody and unanimously carried.

Brycer, LLC Agreement

Assistant Chief Burke presented Brycer, LLC Agreement. Brycer, LLC is a third-party vendor who sends out notices, collects data on the fire suppression system, reports for the department, and sends out notices on their behalf. Assistant Chief Burke stated they currently do not have the resources to do this themselves. Mayor Dermody requested Assistant Chief Burke to expand on exactly what the company does. Brycer, LLC sends out notices to companies that have fire suppression systems, giving them 30 days' notice when their system is due for their annual testing. The vendors that are hired by the companies are required to submit their findings, which will be submitted to the Brycer, LLC, and they will store and make the information available to the Fire Department to determine who is compliant, and who has deficiencies. Ms. Romine questioned if this is required by the businesses to have on hand. Chief Snyder stated it is required to have the system testing in place, however, submitting the results back to the fire department is where the issues are. Chief Snyder stated some companies submit the reporting regularly, some of the companies that do the testing submit, and the vast majority do not do it at all. This is why this is necessary because there currently is no way for the department to keep track and keep records of who is complying and who is not. Chief Snyder stated one of the high scores on the ISO is the fact that they cannot produce the documentation for compliance from businesses with fire suppression systems. Mayor Dermody questioned if we would be billing the customers for this service. Assistant Chief Burke stated there is no cost to us to use Brycer, LLC. The compliance engine charges the companies who do the inspections a \$20 fee and they in turn are required to upload into Brycer, LLCs website. Ms. Romine questioned if there was a reason this company was chosen rather than an alternative. Chief Burke stated they are used by numerous large cities, including Chicago. The agreement is for a three-year term and can be terminated at any time by submitting a written request. If the agreement is terminated, all collected data will be relinquished to the City of La Porte Fire Department.

Motion/Vote – Approval Brycer, LLC Agreement

Ms. Romine made a motion to approve Brycer, LLC Agreement as presented; motion seconded by Mayor Dermody and unanimously carried.

Amended Client Service Agreement

Assistant Chief Matt Drangmeister presented Amended Client Service Agreement. The amended portion of the contract now includes the federal grant portion and there is no longer a need for a match. Previously, in the fifth year of the contract the City of La Porte would have been responsible for paying \$70,000 that was not covered under grant funding. Clerk-Treasurer Parthun stated we will receive these savings if the city pays for the entirety of the

contract up front and will then be reimbursed. Clerk-Treasurer Parthun stated the reimbursement process is expected to be a quick process.

Motion/Vote – Approval of Amended Client Service Agreement

Ms. Romine made a motion to approve Amended Client Services Agreement as presented; motion seconded by Mayor Dermody and unanimously carried.

Request to Pay Utility Invoice

Clerk-Treasurer Parthun requested permission to pay Utility Invoice in the amount of \$354,978.50. This invoice is for the previously approved Client Services Agreement.

Motion/Vote – Approval of Pay Utility Invoice

Ms. Romine made a motion to approve Pay Utility Invoice as presented; motion seconded by Mayor Dermody and unanimously carried.

Request to Accept Resignation and Permission to Hire

Assistant Chief Drangmeister presented Request to Accept Resignation and Permission to Hire. Officer JT Martin submitted his resignation.

Motion/Vote – Approval of Request to Accept Resignation and Permission to Hire

Ms. Romine made a motion to approve Request to Accept Resignation and Permission to Hire as presented; motion seconded by Mayor Dermody and unanimously carried.

Public Transportation Agency Safety Plan

TransPorte Director Beth West presented Public Transportation Agency Safety Plan. Ms. West stated this is an ongoing live document that requires updating each year. The changes being made this year are the names of the chief safety office and frontline representative due to Frank Moryl retiring and Michael Carrier transferring to the Park Department. The request is for signatures to submit the proper documentation.

Motion/Vote – Approval of Public Transportation Agency Safety Plan

Ms. Romine made a motion to approve Public Transportation Agency Safety Plan as presented; motion seconded by Mayor Dermody and unanimously carried.

New Wastewater Hauler Discharge Permit: Midwest Portables

Wastewater Superintendent Jerry Jackson presented New Wastewater Hauler Discharge Permit: Midwest Portables. Mr. Jackson stated they have business this way and would primarily be hauling porta potty waste.

Motion/Vote – Approval of New Wastewater Hauler Discharge Permit: Midwest Portables

Ms. Romine made a motion to approve New Wastewater Hauler Discharge Permit: Midwest Portables as presented; motion seconded by Mayor Dermody and unanimously carried.

Evergreen Sewar Cleanout Installation

Wastewater Superintendent Jerry Jackson stated there is a small diameter, six inch, sewer line on private property that runs behind six homes on Evergreen. The sewer line was installed in the 70s and is no longer how sewer lines are run and is difficult to maintain. One of the homeowners has had a cleanout installed and has requested the city share some of the cost of that installation and will allow the city access to the cleanout as needed to maintain the sewer line. Mr. Jackson stated they are currently investigating ways to correct the issues with the sewer line but in the meantime, the cleanout would have some value to the City and therefore Mr. Jackson recommends paying for half the cost of the cleanout installation.

Motion/Vote – Approval of Evergreen Sewar Cleanout Installation

Ms. Romine made a motion to approve Evergreen Sewar Cleanout Installation as presented; motion seconded by Mayor Dermody and unanimously carried.

Professional Services – Soldiers Memorial Park Restroom – Facat Architecture

City Engineer Nick Minich presented Professional Services – Soldiers Memorial Park Restroom – Facat Architecture. Mr. Minich stated this is for the design of a restroom structure that will go at the mountain bike trail head. Mr. Minich stated they have looked at a prefabricated structure but with the additional wellfield work and the need for more storage, something more custom is needed. The cost of this will come from a Healthcare Foundation Grant and will not cost the city any dollars. Ms. Romine questioned if these restrooms would be ADA compliant. Mr. Minich stated they would be ADA compliant.

Motion/Vote – Approval of Professional Services – Soldiers Memorial Park Restroom – Facat Architecture

Ms. Romine made a motion to approve Professional Services – Soldiers Memorial Park Restroom – Facat Architecture as presented; motion seconded by Mayor Dermody and unanimously carried.

Award Contract for PY2023 CDBG Sidewalks

CDBG Manager Mary Ann Richards presented Award Contract for PY 2023 CDBG Sidewalks. Ms. Richards recommends awarding the contract for sidewalk replacement in census track 432 to Reith-Riley in the amount of \$607,441. Bids were opened two weeks ago. One bid received was over one million dollars and Reith-Riley came in at \$823,832. Ms. Richards stated the work scope was reduced and consulted with City Engineer Nick Minich on the methodology and locations and he approved. Ms. Richards stated they did leave Michigan Ave in the scope, due to the work that is being done on Indiana and those sidewalks being unavailable, therefore resulting in some ADA concerns. Work will begin within a month, as soon as bonds are received from Reith-Riley and everything is in order.

Motion/Vote – Approval of Award Contract for PY2023 CDBG Sidewalks

Ms. Romine made a motion to approve Award Contract for PY2023 CDBG Sidewalks as presented; motion seconded by Mayor Dermody and unanimously carried.

Unfinished Business

Other Business:

Next regularly scheduled meeting: Wednesday May 8, 2024 at 9 A.M.

Adjourn

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

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: May 8, 2024