

December 17, 2024

The Board of Public Works and Safety met in regular session in the Council Chambers on Tuesday, December 17, 2024, at 9:00 A.M.

Present: Mayor Dermody, Jessica Romine, Mark Kosior

Absent:

Andrea Smith 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

Employee Recognition

Clerk-Treasurer Parthun stated she would like to hold off on this until the next Board of Works meeting as this employee is not in today.

Claims Approval

Clerk-Treasurer Parthun presented Payroll from December 13, 2024 in the amount of \$525,165.70.

Motion/Vote – Approval of December 13, 2024 Payroll

Ms. Romine made a motion to approve the December 13 2024 Payroll as presented; motion seconded by Mayor Dermody and unanimously carried.

Clerk-Treasurer Parthun presented Civil City Claims in the amount of \$640,224.53.

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 Sewage Claims in the amount of \$100,746.12.

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 Parthun presented Water Claims in the amount of \$127,942.92.

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.

Request Permission to Pay Year End 2024 Invoices on First Docket in 2025

Clerk-Treasurer Parthun presented Request Permission to Pay Year End 2024 Invoices on First Docket in 2025. These are invoices that will come in until December 31st and be paid from the 2024 budget. Clerk-Treasurer Parthun stated this is something that is requested every year.

Motion/Vote – Approval of Request Permission to Pay Year End 2024 Invoices on First Docket in 2025

Ms. Romine made a motion to approve Request Permission to Pay Year End 2024 Invoices on First Docket in 2025 as presented; motion seconded by Mayor Dermody and unanimously carried.

Department Head Reports

Human Resources: Human Resources Director Andrea Smith reported this week all board members will be receiving job descriptions that have been re-written. These will all have been re-written from scratch and therefore will not have a red line comparison. Ms. Smith stated she will be requesting approval of these job descriptions at the first meeting in 2025. In addition, Ms. Smith stated each member will be receiving a copy of the new employee handbook for review. The new employee handbook has been reviewed and approved by City Attorney Nick Otis.

Water: Water Superintendent Tim Werner reported the crew should be done installing all of the water mains on Friday for the Park Street development, with the exception of Seiver's Road as that portion of the project will be completed in the Spring. There are five houses on Park Street that will be re-tapped onto the new main and then they will be done working in that area for this year.

Engineering: Assistant City Engineer Tucker King reported they are excited for all of the closeouts on projects that have happened at the close of the year and expressed the department's excitement to begin new projects.

Code: Code Director Jeff Batchelor reported they are working on chronic nuisance properties and getting a list from the police to be able to target the top 15 calls for services. In addition, Mr. Batchelor stated at last night's City Council meeting there was an attempt to change the Ordinance for RVs parking in driveways and it was turned down so that will not be changed. Mayor Dermody stated there was one Councilman absent from last night's meeting and had there been a tie regarding this issue, it would have been defeated. Attorney Otis confirmed

this fact and stated because there would not have been a majority supporting it and the Mayor would have no authority to change that.

Street: Street Superintendent Mike Frazee reported they are making progress with leaf pickup and are currently working in the I Street area. They should be completing the second round by Friday or Monday. One more round will be done after completion of the second round and they will still pick up leaves if there is snow.

Park: Parks and Rec Superintendent Mark Schreiber reported Prancer Palooza was held this past Sunday and there was a great turn out. Mr. Schreiber thanked all those that partnered with the City of La Porte for this event. Mr. Schreiber reported the following events are happening at the Civic Auditorium before the end of the year:

- The Christmas Wizards – Friday December 29th. This is a tribute to Trans Siberian Orchestra.
- The Boy Band Review – December 27th
- Hollywood Nights – December 28th

City Attorney stated he has had individuals in the community question why there aren't bigger artists at the Civic and instead a focus on tribute bands. Mr. Schreiber stated they have had bigger name bands at the Civic and it all depends on the price point where they are able to sell tickets and make it worth it. Mr. Schreiber stated they have done very well with the tribute bands and they will continue to explore other avenues of entertainment that will be available at the Civic such as bigger bands, comedians and wrestling.

New Business:

South Shore Water Tower – Access Easement Agreement, Right of Entry Permit, Purchase Agreement

City Attorney Nick Otis presented South Shore Water Tower – Access Easement Agreement, Right of Entry Permit, and Purchase Agreement. Attorney Otis stated all of these items can be taken together because they are all regarding the new water tower on 39 North. Attorney Otis stated this is a great agreement between the City of La Porte and South Shore and benefits both. Attorney Otis Requested Bert Cook to speak on South Shore's partnership with this. Executive Director of the La Porte Economic Advancement Partnership Bert Cook stated they began working with the Chicago South Shore and South Bend Railroad early in the year as they identified their location as the ideal location for the future water tower. Mr. Cook stated they have been great to work with to determine the best area and getting that area closed for the placement of the water tower. Mayor Dermody stated this water tower will be well marketed with our logo standing proudly on the north side of the community. Water Superintendent Tim Werner stated his biggest concern with previous talks of a water tower were stagnant water sitting in a tower. The new water tower will be hooked into the city's water system, which drains the water towers at night, allowing that water to circulate throughout the city's system and refill for morning use. This allows a constant flow of fresh

water in the tower. In addition, Mr. Werner stated it is critical for fire safety to get this water tower in place to allow for the proper water flow for the duration needed to fight a structure fire. Ms. Romine questioned what the timeline is looking like for getting the tower up. Mr. Werner stated they are in the middle of the design process and waiting for some of the soil borings to come back. Once it is known what is underneath the ground, the tower can move completely to the design phase. The wait-time for water towers is down to approximately one year. Mr. Werner stated if they can get the design phase done this summer, we should see construction start late 2025 or Spring 2026. Clerk-Treasurer Parthun clarified this project is TIF paid and not user rate paid.

Motion/Vote – Approval of South Shore Water Tower - Access Easement Agreement, Right of Entry Permit, Purchase Agreement

Ms. Romine made a motion to approve South Shore Water Tower – Access Easement Agreement, Right of Entry Permit, Purchase Agreement as presented; motion seconded by Mr. Kosior and unanimously carried.

Permission for Mayor to Sign Closing Documents

City Attorney Nick Otis requested permission for Mayor Dermody to execute all closing documents for the South Shore with Meridian Title.

Motion/Vote – Approval of Permission for Mayor to Sign Closing Documents

Mr. Kosior made a motion to approve Mayor Dermody to execute all closing documents with South Shore as presented; motion seconded by Ms. Romine and unanimously carried.

ARP Obligations: Ice Rink Chiller and Ice Rink

Clerk-Treasurer Parthun stated at last night's council meeting a spending resolution was amended, which is required as the ARP funds are a Federal Award. Clerk-Treasurer Parthun stated none of the line items changed but some expenses have been added, and some have been taken away from different projects. This is just shifting some costs around. Mayor Dermody stated the ARP funds are meant to have not only an improved physical impact on the community but improved mental health as well. Mayor Dermody recognized Parks and Rec Superintendent Mark Schreiber for his focus on making more of the ice rink time free the community. Attorney Otis clarified that the amended resolution and changes that are being made are necessary as the funds must be allocated by the end of 2024 and utilized in 2025.

Parks and Rec Superintendent Mark Schreiber stated they have been able to offer some free skate Fridays and buy one get one Sundays which are resulting in good turnout from the community. Mr. Schreiber recognized the many sponsors within the community that have made that possible in addition to recognizing the sponsors that have helped fund the ice rink over the years as this is the last year paying for the ice rink. Mr. Schreiber stated there are two changes for the ice rink line items. The first change is to make the final half of the final payment in the amount of \$9,750, payable to Ice Games 88. This is half of what is still owed. The second change is paying for the chiller rental in the amount of \$27,030. Clerk-Treasurer Parthun clarified the original contract for the ice rink with Ice Games 88 LLC was approved

and awarded by the Board of Public works on April 9, 2022 and today we are approving to obligate the payment from ARP funds in the amount of \$9,750 to pay the remainder of the contract. In addition, Clerk-Treasurer Parthun clarified the United Rentals Power and HVAC was a Sourcewell contract and on the State's QPA site, and therefore they already did the bidding for us and qualifies those expenses to be paid with Federal award money.

Motion/Vote – Approval of ARP Obligations – Ice Rink Chiller and Ice Rink

Ms. Romine made a motion to approve ARP Obligations – Ice Rink Chiller and Ice Rink as presented; motion seconded by Mr. Kosior and unanimously carried.

ARP Obligations: Change Order #2 L&N St

Clerk-Treasurer Parthun stated the original contract for the Park Street project was approved on February 22, 2023 and only a portion of this change order will be ARP obligated. Assistant City Engineer Tucker King stated this change order is to add service lines onto the existing contract with HRP, who is already onsite for the L&N project, to be able to add the additional 75 services lines needed for Park Street. Clerk-Treasurer Parthun clarified the change order is in the amount of \$231,000 and the ARP funds will pay \$89,050, and the remainder will be paid for by the Water Department. This change order will obligate the \$89,050 as ARP funds. Mr. Kosior questioned if there was a bid requirement for this. Clerk-Treasurer Parthun stated it was already bid and HRP was the low bidder. Mr. King stated there are two separate contracts with this, so the dollar amount allocated for change orders is not exceeded because there is a time crunch for this project as the developer wants to construct the roads before spring. Water Superintendent Tim Werner stated it makes sense to have HRP do this work because they are already installing the sewer laterals for each unit. Once a lateral is already installed and you dig next to it, it will create problems and doing them at the same time is the safest, most efficient and cost-effective way to get them done. Mr. Kosior questioned if doing it this way would save money. Mr. King confirmed that it is saving money for not only the city but the developer as well. Clerk-Treasurer Parthun clarified that the Board of Works is approving the entire change order and obligating \$89,050 to be paid from ARP funds.

Motion/Vote – Approval of ARP Obligations – Change Order #2 L&N St

Mr. Kosior made a motion to approve ARP Obligations – Change Order #2 L&N St as presented; motion seconded by Ms. Romine and unanimously carried.

ARP Obligations – Agreement with Reith-Riley Truesdell Ave Reconstruction

Clerk-Treasurer Parthun stated this contract was approved on March 7, 2023. A portion of these funds were to be paid from the RDC, or TIF funds. The request is to obligate \$498,000 or ARP funds to Truesdell in lieu of utilizing RDC funds. Clerk-Treasurer Parthun stated this is the remainder of the ARP funds and is requesting the remainder be obligated to the Truesdell project and payable to Reith-Riley Construction.

Motion/Vote – Approval of ARP Obligations – Agreement with Reith-Riley Truesdell Ave Reconstruction

Ms. Romine made a motion to approve ARP Obligations – Agreement with Reith- Riley Truesdell Ave Reconstruction as presented; motion seconded by Mr. Kosior and unanimously carried.

McClung Road Change Order #3

GIS Technician Melissa Mischke presented McClung Road Change Order #3. Ms. Mischke stated this change order is for a time extension as there were weather delays and other anticipated delays. There is no additional cost with this change order, it is only recognizing the timeline and deadline changes. Mayor Dermody asked for clarification that this will only be a change of dates. Ms. Mischke confirmed it is only a change in dates. Water Superintendent Tim Werner clarified this extension in dates is an agreement between the City of La Porte and the contractor to ensure there are no penalty damages from extending the job beyond the original completion date.

Motion/Vote – Approval of McClung Road Change Order #3

Mr. Kosior made a motion to approve McClung Road Change Order #3 as presented; motion seconded by Ms. Romine and unanimously carried.

McClung Road Pay Application #5

GIS Technician Melissa Mischke presented McClung Road Pay application #5 in the amount of \$61,885.85. This brings the job to 5% completion.

Motion/Vote – Approval McClung Road Pay Application #5

Ms. Romine made a motion to approve McClung Road Pay Application #5 as presented; motion seconded by Mr. Kosior and unanimously carried.

Proposal for Engineering Services – Indiana Avenue Water Main

Water Superintendent Tim Werner presented Proposal for Engineering Services – Indiana Avenue Water Main. Mr. Werner stated this proposal is from NIES Engineering to do the engineering work associated with Indiana Avenue. There is a small section from Kingsbury to Museum that does not currently have a water main. Mr. Werner stated they will go from Kingsbury and go down Crescent. Crescent does not currently have a main until it meets 18th Street, and this will get another loop into the 12 inch main that is coming down Indiana Avenue and tie into the 18 on Boyd and this will help the Microsoft area. This will get more water flow in this area and will also pick up customers along that way on Crescent that are on wells. The amount of this contract is not to exceed \$41,500. Mr. Werner stated they anticipate the cost being less than this because they will do the bidding process in-house but would like to keep that included in case something comes up, so they do not have to bring it back to the board. Mr. Werner stated this total does include \$5,000 worth of survey work that has already been completed to determine the direction of the project.

Motion/Vote – Approval of Proposal for Engineering Services – Indiana Avenue Water Main

Mr. Kosior made a motion to approve Proposal for Engineering Services – Indiana Avenue Water Main as presented; motion seconded by Ms. Romine and unanimously carried.

Pay Application #3 – Hunters Woods

Assistant City Engineer Tucker King presented Pay Application #3 - Hunters Woods in the amount of \$119,225 payable to HRP. Mr. King stated the contract is getting close to closing out as the final piece is the additional services lines approved today. Mr. King stated the end of their work will align closely with the Water Departments work in this area as well, within the next week or so.

Motion/Vote – Approval of Pay Application #3 – Hunters Woods

Ms. Romine made a motion to approve Pay Application #3 – Hunters Woods as presented; motion seconded by Mr. Kosior and unanimously carried.

Proven IT Contract

Mayor Dermody recognized IT Director Roscoe Hoffman for his amazing and relentless work on this contract. Mr. Hoffman stated the sheet provided provides a breakdown of the figures for the contract. Mr. Hoffman stated this is a 3-year contract and the request is to approve and sign this contract in the amount of \$13,400. Clerk-Treasurer Parthun clarified that this is a NOC SOC contract and will provide all the same managed services that we have been provided in the past, except we will not be eligible to use the Proven IT help desk. Everyone is currently utilizing Roscoe and not going through the help desk anyway and going forward each department can utilize the Proven IT help desk on an hourly basis out of their own budget. Mr. Hoffman clarified that it does not include help desk services for workstations, but it will continue to provide help desk services for the server and fire wall. Clerk-Treasurer Parthun stated the contract is currently with the attorneys because of some language changes removing Crowd Strike and the request is for permission to sign the contract once it has been received.

Motion/Vote – Approval of Proven IT Contract

Ms. Romine made a motion to approve Proven IT Contract as presented; motions seconded by Mr. Kosior and unanimously carried.

Unfinished Business

Mayor Dermody wished everyone a Merry Christmas and thanked everyone for a great year. He reminded everyone that we are in the Christmas season and encouraged everyone to remember those local organizations that help families in need. Mayor Dermody recognized the Salvation Army and their backpack program where they provide 400 backpacks to schools during the week and encouraged everyone to support them. Mayor Dermody expressed his appreciation for the new administration in Michigan City and being able to work with them but reminded everyone of the friendly competition happening on Friday between the City of La Porte and the City of Michigan City as they each ring the bell looking for donations for the Salvation Army.

Other Business:

Next regularly scheduled meeting: Tuesday January 7, 2025 at 9 A.M.

Adjourn

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

Approve: _____
Thomas P. Dermody, Mayor

Attest: _____
Courtney Parthun, Clerk-Treasurer

Approved: January 7, 2025