

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
January 24, 2025**

The Board of Public Works & Safety of Valparaiso, Indiana met January 24, 2024, at 11:00 a.m. in City Hall. Present were Mayor Costas, Bill Oeding and Katrina Spence. Mayor Costas called the meeting to order and led the Pledge of Allegiance.

Motion: Mayor Costas moved that the minutes of the January 10, 2024 Board of Works meeting minutes be approved. Seconded by Katrina Spence and so approved with a 3-0 vote.

Motion: Mayor Costas moved that the claims be approved for payment subject to appropriation balances. Seconded by Bill Oeding and so approved with a 3-0 vote.

VFD Merit Board

Attorney Patrick Lyp - He explained the City is the provider entity for the Territory, so matters come before the Board of Works.

Chief Dutz presented Resolution No 1, 2025 establishing a Merit Board election. The Merit Board is a five member board. Three members are the Board of Works. The active firefighters hold an election to elect two more members. They are holding the election February 7, 2025. It will be held at 355 Evans Avenue. The members must be one from each political party.

Attorney Patrick Lyp – The Merit Board meetings will be immediately following a Board of Works meeting, as needed. The two members must live within Center Township. They must have lived for three years in the area served by the territory.

MOTION: Mayor Costas moved to adopt Resolution No 1, 2025. Seconded by Katrina Spence and so approved with a 3-0 vote.

RESOLUTION NO. 1 – 2025

**A RESOLUTION OF THE VALPARAISO BOARD OF PUBLIC WORKS AND SAFETY
AUTHORIZING THE SCHEDULING OF A MEETING AND ESTABLISHING A
MERIT BOARD ELECTION PROCESS PER IC 36-8-3.5-8**

WHEREAS, by majority vote of the active Valparaiso Fire Territory (“VFT”) members, a Merit Board will be established consistent with IC 36-8-3.5 et seq on March 1, 2025.

WHEREAS, IC 36-8-3.5-8 directs the Valparaiso Board of Public Works & Safety to set the date for the election of two (2) Merit Board members and to establish procedures for the election.

WHEREFORE, be it resolved by the Board of Public Works & Safety as follows:

1. Nominations for consideration to serve on the Merit Board shall be mailed or hand delivered to VFT Chief Dutz on or before **February 7, 2025 at 4:00 p.m.** Mailed nominations shall be sent to **Merit Board Nomination Attn: VFT Chief Dutz 2605 Cumberland Dr. Valparaiso, IN 46383.**
2. Attached as **Exhibit A** to this Resolution is the approved Nomination Form and FAQ.
3. A list of timely filed Nominations will be circulated to all active VFT members after the deadline.
4. A copy of this Resolution shall be posted by VFT Chief Dutz in a prominent place in each fire station at least **3 weeks** prior to the date and time of the election.
5. The date, time and location of the election will be **February 21, 2025 from 9:00 to 4:00 at Valparaiso Fire Training Center at 355 Evans Avenue.** Unless written objection is delivered prior to **February 7, 2025 at 4:00**, VFT Chief Dutz shall be the chair of the election.
6. Notice of the date, time and location of the election shall be announced during shift roll call.
7. VFT Chief Dutz, working with the VFT attorney, shall prepare ballots and institute the process for casting and counting ballots. Upon prior written request, reasonable accommodations will be made for any active VFT member who is unable to vote during the established date and time. A copy of the written request and a summary of the accommodations will be included with the counted ballots.
8. Ballots will be counted by VFT Chief Dutz. The President of Valparaiso Firefighters Local 1124 will observe the counting of ballots. Both VFT Chief Dutz and the President of Valparaiso Firefighters Local 1124 may each include one additional active VFT member to also observe the counting of ballots.
9. Results will be posted in a prominent place in each fire station. Upon request, any active VFT member may request to examine the ballots and vote tally.
10. If only two nominations are received, VFT Chief Dutz may **(on February 21, 2025 at 9:00 am)** suspend the election and declare the two nominated individuals as the appointments.
11. Any questions should be raised with VFT Chief Dutz.

Adopted this 24th day of January 2025.

VALPARAISO BOARD OF PUBLIC

WORKS AND SAFETY

Attest

/s/ Holly Taylor, Clerk-Treasurer

/s/ Jon Costas Mayor

/s/ Bill Oeding, Member

/s/ Katrina Spence, Member

Arbitrage Service with Baker-Tilly

Mayor Costas presented an Arbitrage Service Agreement with Baker-Tilly.

MOTION: Mayor Costas moved to approve the Arbitrage Service Agreement with Baker-Tilly. Seconded by Bill Oeding and so approved with a 3-0 vote.

Conflict of Interest Disclosures

Mayor Costas presented Conflict of Interest Disclosures for George Douglas, Max Rehlander and himself. He advised he would recuse himself from voting since he was one of the forms.

MOTION: Bill Oeding moved to approve the Conflict of Interest Disclosures for George Douglas, Max Rehlander and Jon Costas. Seconded by Katrina Spence and so approved with a 2-0 vote. Mayor Costas recused himself.

Agency Service Agreement – Pay Gov

Mayor Costas presented a Service Agreement with PayGov. This is for the Building Department who will begin taking payments for permits coming from their Department. There will be a 3% service fee attached to each transaction.

MOTION: Mayor Costas moved to approve the Agency Service Agreement with PayGov. Seconded by Bill Oeding and so approved with a 3-0 vote.

Valpo Compost Site Working Agreement

Keri Marrs-Barron presented a Compost Site Working Agreement. This is a bi-annual Agreement between the City and the District for composting. It is the same terms as the previous with the addition of line 8 c which states they also do the grinding process.

MOTION: Mayor Costas moved to approve the Compost Site Working Agreement. Seconded by Katrina Spence and so approved with a 3-0 vote.

Encroachment Into the City's Public Right of Way

Max Rehlander presented an Encroachment Agreement with the El-Naggar Family Limited Partnership at property located at 158 South Napoleon. This has been reviewed and approved by Attorney Patrick Lyp. The Engineering Department recommends approval.

Attorney Patrick Lyp – This Agreement is discretionary. If the City needs it, they have access.

MOTION: Mayor Costas moved to approve the Encroachment Into The City's Public Right of Way. Seconded by Katrina Spence and so approved with a 3-0 vote.

No Parking Sign – North side of Division from Sturdy to SR 49

The County Sherriff's department contacted City staff regarding large semi-trucks parking on the north side of Division Rd west of SR 49. County staff have received multiple complaints and concerns for safety regarding these trucks. The Sherriff's department has notified drivers to not park there as well as contacted the Aldi Distribution Center to let their drivers know, however the problem persists. The sheriff's department contacted the City team to see if No Parking signs could be installed. Upon review and consideration, City Staff recommend posting No Parking on the north side of Division St between Sturdy Rd and SR 49.

MOTION: Mayor Costas moved to approve posting a No Parking sign on the north side of Division St between Sturdy Rd and SR 49. Seconded by Katrina Spence and so approved with a 3-0 vote.

Alley Closure -NIPSCO – north of Licolnway between Napoleon and Campbell for Gas Leak

NIPSCO is making a request to close a portion of the alley north of Lincolnway between Napoleon Street and Campbell Street for potholing work to determine the scope of a leak to be repaired. The proposed closure, signage, and detour route was presented. The proposed closure is scheduled for February 3, 2025.

Bill Oeding – He asked that all citizens in the area be notified.

MOTION: Mayor Costas moved to approve the alley closure on February 3, 2025 for a gas leak. Seconded by Katrina Spence and so approved with a 3-0 vote.

2025 Sidewalk Package Bids

The Engineering Department is requesting permission to seek bids for Package 1 of the annual sidewalk program. The intent of Package 1 is to address known resident concerns and other areas in need of sidewalk repair and replacement. Bids will be due and opened on February 14, 2025. A list of sidewalk locations is being prepared. This list may change or be refined.

MOTION: Mayor Costas moved to approve the request to advertise for bids for Package 1 of the annual sidewalk program. Seconded by Katrina Spence and so approved with a 3-0 vote.

Valparaiso Community Festivals MOU

Bill Oeding presented a Memorandum of Understanding between the City and Valparaiso Community Festivals. The City has historically provided annual financial support to VE for its public engagement efforts and event planning in Valparaiso. The City will contribute \$240,000 to VE for 2025. The contributions will be paid in ten (10) monthly payments of \$24,000 from January 2025 through October 2025.

MOTION: Mayor Costas moved to approve the MOU between the City of Valparaiso and Valparaiso Community Festivals. Seconded by Bill Oeding and so approved with a 3-0 vote.

Request for Street Closures

- Girls on the Run 5K, May 18, 2025
- Kelly Family Hog Roast, June 7, 2025
- The Extra Mile 1 Mile Challenge Race, July 10, 2025

These have been reviewed and approved by all impacted departments.

Motion: Mayor Costas moved to approve the Requests for Street Closure. Each event is required to post their event in the neighborhood at least one week before the event. Bill Oeding seconded the motion and so approved with a 3-0 vote.

Flock Safety Purchase Order

Chief McIntyre presented an order form for the subscription for body cameras and unit cameras in the amount of \$39,900.00. This is a year to year lease and came in under budget.

MOTION: Mayor Costas moved to approve the Flock Purchase Order. Seconded by Bill Oeding and so approved with a 3-0 vote.

Tri-Electronics Agreement

Chief McIntyre presented a Contract for Services and Equipment with Tri-Electronics for equipment and installation of security cameras in the amount of \$18,192.35. This came in under budget.

MOTION: Mayor Costas moved to approve the Tri-Electronics Agreement. Seconded by Bill Oeding and so approved with a 3-0 vote.

Updated VPD Policies

Officer Hall presented updates to the Department policies.

MOTION: Mayor Costas moved to approve the VPD Policy Updates as presented. Seconded by Katrina Spence and so approved with a 3-0 vote.

Road Contribution Agreement

Attorney Patrick Lyp presented a Road Contribution Agreement between the City of Valparaiso, Brooks Land and Michiana Shores. This is for the construction of a connector road between Ransom Road and Vale Park Road – Goodrich Road extension.

Mayor Costas recused himself from voting. His brother-in-law is one of the owners of Michiana Shores.

MOTION: Katrina Spence moved to approve the Road Contribution Agreement as presented. Seconded by Bill Oeding and so approved with a 2-0 vote. Mayor Costas recused from voting.

PUBLIC COMMENTS

TO HEAR CITIZENS' FULL COMMENTS, PLEASE REFER TO THE WATCH CITY MEETINGS SECTION OF THE CITY OF VALPARAISO'S WEBSITE (WWW.CI.VALPARAISO.IN.US)

Ron Morey – 960 West Street. He discussed repairing the sidewalk in front of his house on West Street.

There was no further business, and the meeting adjourned.