

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY  
VALPARAISO, INDIANA  
March 25, 2022**

The Board of Public Works & Safety of Valparaiso, Indiana met March 25, 2022, at 3:00 p.m. in City Hall. Present were Holly Howe and Steve Poulos. Mayor Murphy was absent. Steve Poulos called the meeting to order and led the Pledge of Allegiance.

**Motion:** Holly Howe moved that the minutes of the March 11, 2022 meeting be approved. Seconded by Steve Poulos and so approved.

**Motion:** Holly Howe moved that the claims be approved for payment and subject to appropriation balances. Seconded by Steve Poulos and so approved.

**Annual Sidewalk Program Construction**

Matt Zurbriggen requested approval to solicit bids for four separate packages for the Annual Sidewalk Program Construction – Downtown, Areas 1, 2 and 3. The Engineering Department is currently working on construction plans and would like to advertise for bids starting April 8, 2022. The Engineering Department anticipates receiving bids for a minimum of two packages at the April 22, 2022 BOW meeting and if needed, the remainder of the packages at the May 13, 2022 BOW meeting.

**Motion:** Holly Howe moved to approve the request to solicit bids for the Annual Sidewalk Program Construction. Seconded by Steve Poulos and so approved.

**Request for Quotes – South Campbell Street Buried Utility Conduit Project**

The City will be reconstructing Campbell Street between Boundary Street and approximately 350' north of Brown Street. In advance of this reconstruction project, it is the City's intent to install various sizes of conduit within the public right of way or on City owned property in order to relocate aerial utilities underground. The Redevelopment Commission has approved contributing up to \$100,000 for this project. A Request for Quotes was issued to five contractors that have the experience to do this type of work.

Bids received were:      Midwestern Electric – \$208,295.00;      Hawk Enterprises - \$174,465.00

Mike Jabo asked to continue this matter until the end of the meeting.

**Valparaiso City Services On-Call Policy**

Steve Poulos requested approval of the Valparaiso City Services On-Call Policy. When the Departments combined there were discrepancies in the On-Call Policy between them. This document makes the policy uniform for all employees of the City Services.

**Motion:** Holly Howe moved to approve the Valparaiso City Services On-Call Policy. Seconded by Steve Poulos and so approved.

### **Brooks Development, Supplemental Revision to Material/Testing Agreement**

Don McGinley requested approval of a revised rate schedule to the DLZ Material and Testing Agreement with the City dated December 11, 2020.

**Motion:** Holly Howe moved to approve the revised rate schedule to the DLZ Material and Testing Agreement. Seconded by Steve Poulos and so approved.

### **INDOT Project R-32577, Silhavy Rd, LaPorte Avenue to Evans Ave Revised Change Order #1**

Don McGinley requested approval of a Revised Change Order #1. After initial approval of Change Order #1 INDOT advised that a statement about not allowing any material escalation costs related to the C900 pipe delay be added to the change order explanation.

**Motion:** Holly Howe moved to approve the request to approve Revised Change Order #1 of the INDOT Project R-32577, Silhavy Rd, LaPorte Avenue to Evans Avenue. Seconded by Steve Poulos and so approved.

### **R-35979, Silhavy/LaPorte Roundabout, Change Order #13**

Don McGinley requested approval of Change Order #13 of the Silhavy/LaPorte Roundabout. The LPA approval is required by INDOT to execute the change order for the project. The City will not incur any additional cost for this change order. The project is closing out under budget and the original LPA local match will cover the additional amount.

**Motion:** Holly Howe moved to approve the Change Order #13 for Silhavy/LaPorte Roundabout. Seconded by Steve Poulos and so approved.

### **Birds of Paradise Sculpture Scavenger Hunt**

Maggie Clifton requested approval of ten scavenger hunt locations and bird species. Installation will be completed through Project Management in early May. Sculptures will be made of steel and powder coated. The scavenger hunt is anticipated to last about five years. Eight sculptures will be installed on city property. Two will be on private property. Attorney Lyp is preparing an Agreement between the property owners and the City.

**Motion:** Steve Poulos moved to approve the request for the Birds of Paradise Sculpture Scavenger Hunt. Seconded by Holly Howe and so approved.

### **Property Maintenance/Rental Housing Violation Matters**

Attorney Alfredo Estrada advised the Board that he and Vicki Thrasher met with property owners today. The properties involved are: 401 Oak, 804 Union, 157 Greenwich, 602 Calumet, 808 Napoleon, 8 Lafayette, 707 Center, 803 Brown, 957 Joliet, 856 Cyrus, and 503 Institute. Attorney Estrada advised slow but steady progress has been made on all of the properties. His recommendation is to grant 30-60 day continuances on the matters.

**Motion:** Holly Howe moved to continue all cases listed on the Agenda for Maintenance/Rental Housing violation matters as set out on each order. Seconded by Steve Poulos and so approved.

### **Request for Street Closures**

- Use of sidewalk request for 13 Lincolnway Brick Restoration April 4-12.
- Porter County Elections Early Voting request to move parking April 5-May 2
- Porter County Election April 29 and May 4
- Hilltop Neighborhood Children's Community Garden Party, May 14, 2022
- Hilltop Community Block Party, July 15, 2022

These have been reviewed and approved by all impacted departments.

**Motion:** Holly Howe moved to approve the street closures as presented. Seconded by Steve Poulos and so approved.

### **Oak Grove Neighborhood – Entrance Sign**

Maggie Clifton requested approval for Oak Grove Neighborhood to install an entrance sign in the right of way. There is no HOA. Essentially the City is giving itself permission to install the sign. There is no obligation on the City to maintain the sign.

**Motion:** Holly Howe moved to approve Oak Grove Neighborhood installing an entrance sign in the right of way. Seconded by Steve Poulos and so approved.

### **Panda Express – Installation of Road**

Attorney Lyp stated in 2019 Panda Express was to install a road between Family Express and their facility. To date they have not done that. There is a Performance Bond to cover the cost if they default. Attorney Lyp requested approval to send a letter today to Panda Express telling them they are in default. They need to install the road or forfeit the bond. The bond is \$125,000 which should be close to covering the cost.

**Motion:** Holly Howe moved to approve calling in the bond should Panda Express not move forward with installing the road. Seconded by Steve Poulos and so approved.

### **Request for Quotes – South Campbell Street Buried Utility Conduit Project**

Mike Jabo addressed the Board. He has reviewed the quotes received. It is his recommendation to defer awarding the contract to the next meeting. The quotes will remain under advisement.

**Motion:** Holly Howe moved to approve awarding the South Campbell Street Buried Utility Conduit Project quotes until the next meeting. Seconded by Steve Poulos and so approved.

There was no further business, and the meeting was adjourned.