

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
August 12, 2022**

The Board of Public Works & Safety of Valparaiso, Indiana met August 12, 2022, at 3:00 p.m. in City Hall. Present were Mayor Murphy, Holly Howe, and Steve Poulos. Mayor Murphy called the meeting to order and led the Pledge of Allegiance.

Motion: Holly Howe moved that the minutes of the July 22, 2022 meeting be approved. Seconded by Steve Poulos and so approved with a 3-0 vote.

Motion: Holly Howe moved that the claims be approved for payment subject to appropriation balances. Seconded by Steve Poulos and so approved with a 3-0 vote.

2022 Alley Paving Package – Quote Opening SR

Max Rehlander advised that no quotes were received. They will discuss and decide if they want to readvertise or wait until next year.

CCMG Change Order #1

Max Rehlander requested approval of CCMG Change Order #1 to complete curb bulb out construction and replace pipes in poor condition. The Engineering Department recommends the Board of Works & Safety approve Change Order # 1 in the amount of \$138,360.00. This is a split fund between BOW Paving and the Storm Sewer budget. The majority goes to Storm Sewer Budget. The BOW portion is \$50,827.50 and the Storm Sewer portion is \$87,532.50

Motion: Steve Poulos moved to approve Change Order #1 of the CCMG in the amount of \$138,360.00. Holly Howe seconded the motion and so approved with a 3-0 vote.

Right of Entry Agreement - Marquardt

Max Rehlander presented a Right-of-Entry Agreement with Jan and Susan Marquardt for construction and incidental grading of sidewalk along Franklin Street north of Fair Street. This Agreement terminates on July 1, 2023.

Motion: Holly Howe moved to approve the Right of Entry Agreement with Jan and Susan Marquardt. Steve Poulos seconded the motion and so approved with a 3-0 vote.

McIntyre Court – Parking Restrictions

Mike Jabo discussed parking issues residents of McIntyre Court are having. It has been decided that a practical and straight-forward solution to the parking issues is as follows:

1. Posting of a parking restriction stating “No Parking, Tow Away Zone, 2 AM to 5 AM” on both sides of McIntyre Court from Union Street to LaPorte Avenue. This would prevent parking of vehicles for extended periods of time.
2. Posting of “No Parking, Any Time” on the east side of McIntyre Court beginning at a point 180 feet south of LaPorte Avenue to LaPorte Avenue. This provides an element of safety in the area where parking is more pronounced in the approach to LaPorte Avenue.

The Engineering Department and Valparaiso Police Department recommend that the Board of Works approve the establishment of parking restrictions as presented. The City will monitor and see how effective this solution is.

Attorney Lyp asked if the “Resident Parking Only” sign is still up. Mike Jabo replied it is. They are not sure who put that sign up. But will come down now.

Motion: Steve Poulos moved to accept the placement of parking restriction signs on McIntyre Court. Holly Howe seconded the motion and so approved with a 3-0 vote.

Resolution No. 5, 2022

Steve Poulos requested approval of Resolution No. 5, 2022, a Resolution approving presentation to the City Council of a system of rates and charges for trash and recycling. He will have a presentation at the August 22nd City Council meeting. The rates have not been raised since 2012. Examples of what is negatively impacting the operations include the incremental raising of landfill fees. The erratic recycling markets. The Ordinance contains items which are becoming cost prohibitive. They performed a financial and operational audit. They discussed neighboring communities’ procedures. They weighed the option of privatization. They reviewed the Ordinance. The Committee is recommending increasing the rate from \$12 to \$19.50 per month starting in October. That is a 62% increase to properly fund current operations. They also recommend Implementation of efficiency improvements. Revision of Chapter 53 the Ordinance and bring it up to date. This is not a tax. They are making operational adjustments regarding recycling. Holly Howe discussed the recycling program. With pick up every week, most of the totes are only half full. This is the reason for going to every other week on recycling pick up. There will be a low-income opportunity.

Motion: Holly Howe moved to adopt Resolution No. 5, 2022 regarding rates and charges for trash and recycling. Steve Poulos seconded the motion and so approved with a 3-0 vote.

Cleaning Service Contract Renewal for City Hall and the Police Department

Mike Jessen requested approval of a renewal Contract with Opportunity Enterprises for cleaning services. Other providers are similar in charge. He has reviewed the tasks and made adjustments. The new contract recognizes a savings of \$828 per month. There is a 60 day notice of termination or automatic renewal every 12 months.

Motion: Steve Poulos moved to accept the Cleaning Services Contract with Opportunity Enterprises. Holly Howe seconded the motion and so approved with a 3-0 vote.

Request for Street Closures

- Buffalo Wild Wings interior remodel. Use of alley and two parking spaces August 14-20, 2022
- Valpo Parks Bike Bash, August 20, 2022
- Valpo Parks Popcorn Panic Race, September 10, 2022
- Shamrock Subdivision Block party/fundraiser, September 17, 2022
- Porter County Elections Early Voting, October 12-November 7, 2022 and Election, November 4, and November 9, 2022.

These have been reviewed and approved by all impacted departments.

Motion: Holly Howe moved to approve the Requests for Street Closure as presented. Steve Poulos seconded the motion and so approved with a 3-0 vote.

Deed of Dedication – 52 Marks Road

Mike Jabo requested approval of a Deed of Dedication with Lujack Properties LLC for 52 Marks Road. This is a result of Heinold and Feller appearing before the BZA for their improvements at 52 Marks Road. This will be recorded.

Motion: Holly Howe moved to approve the Deed of Dedication for 52 Marks Road as presented. Steve Poulos seconded the motion and so approved with a 3-0 vote.

Conflict of Interest – Jacobs and Perez

Clerk-Treasurer Taylor presented two Conflict of Interest forms – Steve Jacobs and Keith Perez. Steve Jacobs does signs for the City. Keith Perez does laser tag entertainment.

Motion: Holly Howe moved to approve a Conflict-of-Interest form for Steve Jacob and Keith Perez. Steve Poulos seconded the motion and so approved with a 3-0 vote.

Executive Park – Neighborhood Watch Sign

Mike Jabo requested approval to place a Neighborhood Watch sign at the entrance to Executive Park subdivision. They have had some theft issues. The sign is a standard sign.

Motion: Holly Howe moved to approve a Neighborhood Watch sign at the entrance to Executive Park subdivision. Steve Poulos seconded the motion and so approved with a 3-0 vote.

VU Crosswalk Branding

Mike Jabo presented a sketch of branding VU is proposing for their crosswalks. If approved, VU will maintain the branding. This item is preformed thermoplastic. This is long lasting and skid resistant.

Motion: Steve Poulos moved to approve the VU crosswalk branding as presented. Holly Howe seconded the motion and so approved with a 3-0 vote.

Transfer of Parking Lots – 309 Lincolnway

Attorney Patrick Lyp advised the RDC approved the acceptance of the parking lots to the north and to the west of the former Round the Clock. The closing is next week. That is when the transfer will take place for the two surface parking lots and 309 Lincolnway. He presented a document that allows the Mayor to sign authorizing the transfer of those two properties.

Motion: Steve Poulos moved to approve the transfer of two parking lots north and west of the former Round the Clock Restaurant. Holly Howe seconded the motion and so approved with a 3-0 vote.

Temporary Easement, Access, and Construction Agreement

Attorney Patrick Lyp requested approval of a Temporary Easement, Access, and Construction Agreement. This allows the public to use the parking lots being transferred until approximately the end of October.

Motion: Holly Howe moved to approve a Temporary Easement, Access, and Construction Agreement. Steve Poulos seconded the motion so approved with a 3-0 vote.

Encroachment Agreement - Valparaiso Baptist Church

Attorney Patrick Lyp requested approval of an Encroachment Agreement. The sign for the Baptist church on Highway 130 is on a City right of way. This Encroachment Agreement would

make the sign a legal non-conforming sign. If it becomes a safety hazard the Church will remove the sign.

Motion: Steve Poulos moved to approve the Encroachment Agreement. Holly Howe seconded the motion so approved with a 3-0 vote.

Public Comment

None.

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