

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
August 14, 2020**

The Board of Public Works & Safety of Valparaiso, Indiana met August 14, 2020 at 10:00 a.m. in City Hall. Present were Mayor Murphy, Steve Poulos and Holly Howe. Mayor Murphy called the meeting to order and led the Pledge of Allegiance.

Holly Howe moved that the minutes of the July 24, 2020 meeting be approved, seconded by Steve Poulos and so approved.

Holly Howe moved that the claims be approved for payment subject to appropriation balances, seconded by Steve Poulos and so approved.

2002 LaPorte Avenue – Sign in Right-of-Way

This matter has been before the BZA. It is staff's recommendation to deny the request. The City has no history of approving this type of sign placement. Larry Yurko of ICU Outdoor Advertising addressed the Board. He wants to replace an existing sign. He will be removing a 25' high Dairy Queen sign. It will be 5' back from the sidewalk. The size of the new sign has been determined by the number of businesses it serves.

Holly Howe asked where the current sign is located. Larry Yurko replied it is on the west side of the entrance. Steve Poulos asked why relocate. Larry Yurko replied to go with traffic flow and to avoid abrupt stops. On the east side there are several electric poles, trees and vegetation.

Attorney Patrick Lyp explained if it was an impossibility to put the sign somewhere else, it would be a different situation. However, there are options.

Mayor Murphy moved to deny the request to put a sign in the right-of-way at 2002 LaPorte Avenue, seconded by Steve Poulos and so approved.

1301 Evans Avenue – Right-of-Way Dedication

This request is for the acceptance of a right-of-way dedication at 1301 Evans. It is associated with a single lot-split subdivision for Alex Krieter which was completed through the Plat Committee process.

Steve Poulos moved to approve the request for a right-of-way dedication at 1301 Evans Avenue, seconded by Holly Howe and so approved.

Rejecting Bids for TOD Parking Lot Landscaping Project

Stu Summers addressed the Board. At the last meeting bids were opened for the TOD Parking Lot Landscaping project. Two bids were received. Neither bid was complete. Both did not contain the State forms as required. Stu's recommendation is to reject all bids received and approve a new round of bids.

Holly Howe moved to reject the bids of Modern Edge and Douglas Landscape since both were incomplete applications and to approve a new round of bids, seconded by Steve Poulos and so approved.

Accepting Bids for TOD Parking Lot Lighting Project

Stu Summers addressed the Board and explained at the last meeting bids were opened for the TOD Parking Lot Lighting Project. There were three bids received and all three were not complete. NIRPC allowed all three to turn in a supplemental submission and then award the bid to the lowest qualified bidder. NIRPC's recommendation was to award the bid to Sargent Electric in the amount of \$119,650.00.

Holly Howe moved to allow and approve the supplemental submissions of all bidders, to reject the bids of Michiana Contracting and Circle "R" Electric and to award the bid to Sargent Electric as the lowest qualified bidder in the amount of \$119,650.00, seconded by Steve Poulos and so approved.

Ransom Road – Acceptance of IC-639

Don McGinley requested approval of INDOT's form IC-639 Recommendation for Acceptance. This is required by INDOT to execute completion of the project close out.

Holly Howe moved to approve INDOT's Recommendation for Acceptance, seconded by Steve Poulos and so approved.

Property Maintenance Code

Patrick Lyp addressed the Board and requested adoption of Process for Property Maintenance Code (Chapter 154), Rental House (Chapter 158) and Unified Development Ordinance Enforcement. This is two forms which allow the Building Commissioner to notify a property owner they are in violation of the Maintenance Code. A time will be set up at 9:00 a.m. prior to the second Board of Works meeting each month where the person can come to discuss settlement. If no settlement is reached, they will have a hearing at the Board of Works meeting. This process is in the Municipal Code, but the forms need to be approved.

Holly Howe moved to approve the process for Property Maintenance Code (Chapter 154), Rental House (Chapter 158) and Unified Development Ordinance Enforcement, seconded by Steve Poulos and so approved.

Kobitz Ambulance Bill

Chief Jeff Balon addressed the Board and requested the ambulance bill for Officer Kobitz be written off. Officer Kobitz passed away while on duty. The ambulance charge is the responsibility of the Police Department. This results in the City paying the City thus his request to write off the bill.

Steve Poulos moved to write off the ambulance bill for Officer Kobitz, seconded by Holly Howe and so approved.

Car Seat Grant – Fire Department

Chief Chad Dutz addressed the Board and requested approval of a Grant Application to the Indiana Criminal Justice Institute for car seats. In the past this has been a reimbursement program. This year the ICJI will provide car seats to the Fire Department.

Steve Poulos moved to approve the Grant Application to the Indiana Criminal Justice Institute for car seats, seconded by Holly Howe and so approved.

Site Work Applications – Hoosier Cable for Comcast

Mike Jabo requested approval of two Site Work Applications. One for Hoosier Cable for Comcast at 4400 Calumet Avenue. Also, a Site Work Application for Hoosier Cable for Comcast at 1460 to 1566 Tewsbury Street, 1150 to 1256 Montague Place and 1253 to 1257 Barnstable Crossing. The Engineering office has reviewed, sent to VCU and recommends approval.

Steve Poulos moved to approve both Site Work Applications, seconded by Holly Howe and so approved.

Richard L. Hudson – Master Services Agreement

Mike Jabo requested approval of a General Service Agreement with Richard L. Hudson. This Agreement will be on an as-needed basis at the hourly rate of \$75.00. The maximum services per calendar year shall not exceed \$5,000 unless increased by a supplement to the Agreement.

Holly Howe moved to approve a General Service Agreement with Richard L. Hudson, seconded by Steve Poulos and so approved.

DLZ Indiana LLC – Review of Recreation Impact Fee Documentation

Mike Jabo requested approval of a Work Order Proposal in the amount of \$400 with DLZ to review the document entitled “City of Valparaiso Recreation Zone Improvement Plan 2020-2029 dated June 17, 2020, prepared by Lehman & Lehman. This work is required by State Statute.

Steve Poulos moved to approve the Work Order Proposal in the amount of \$400 with DLZ, seconded by Holly Howe and so approved.

Community Crossing Matching Grant – Change Order No. 1

Mike Jabo requested approval of Change Order #1 to adjust existing inlets to Grade. This is on Campbell Street from Vale Park Road to Glendale. There are 10 inlets at a cost of \$2,500 each for a total cost of \$25,000.00. The VCU Board has reviewed and approved this request.

Steve Poulos moved to approve Community Crossing Matching Grant, Change Order No. 1, seconded by Holly Howe and so approved.

Citizen Requests

- Approval for use of City parking lot behind City Hal for the Elks Friends and Family gathering taking place on Saturday September 11, 2020 from 10 am – 6 pm
- Approval for a 5K run/walk to take the place of the Turkey Trot which has been cancelled. The race will take place on Thursday, November 26th from 7-9 am.
- Approval for Ride Against Suicide 2 City bicycle ride taking place on Saturday October 3, 2020.

All Departments have reviewed, and no issues were reported.

Holly Howe moved to approve the request of the Elks, Extra Mile 5K run/walk, and Bike Ride against Suicide, seconded by Steve Poulos and so approved.

Unsafe Building Status – 1425 Glendale Blvd

Attorney Rhett Tauber addressed the Board and gave a monthly report on progress of the project. The only encumbrance on the property is the City's Order of Demolition. He requested this Order be dismissed. Potential tenants will want to see the property is free and clear. If they should need financing, this would be a hinderance. Attorney Estrada recommended dismissing the Order of Demolition contingent on maintaining weekly and monthly updates.

Holly Howe moved to approve dismissing the Order of Demolition contingent on weekly and monthly updates, seconded by Steve Poulos and so approved.

Unsafe Building Status – 301 Morthland

Attorney Estrada reported if the seeding and grading are not done on this property it will be handled through the Property Maintenance process. He requested this not be on the Agenda.

Unsafe Building Status – 756 Franklin

Attorney Estrada reported Vicki Thrasher is waiting on NIPSCO to remove the service on this property. Once this work is done, demolition will begin.

Unsafe Building Status – 1756 Harrison Blvd

Attorney Estrada reported the owner has pulled a permit from the City and the roof has been repaired. There is still work needed on the soffit and gutters. He requested that this property remain on the Agenda.

Unsafe Building Status – 353 John Glenn Drive

Attorney Estrada reported at the last meeting the property owners were given 30 days to have work done on this property. To date no substantial work has been done. There is orange construction fencing around the building. There still is a hole in the foundation that is approximately 12' X 7'. This hole makes the structure a safety hazard. The property owner was to provide the City with a certified

report by an engineer determining if the structure is salvageable. This will be on the next Agenda will be the deadline of 30 days given for repairs and the report from an engineer.

Unsafe Building Status – 1209 Lincolnway

This property is owned by Valparaiso University. They have been working on cleaning up the property. They are working on a solution for the retaining wall. Ms. Thrasher will continue to work with them.

Street Closure Roosevelt to Marks

Mike Jabo stated as part of the City's paving project they will be paving Chicago Street from Roosevelt to Sturdy Road. The section between Roosevelt and Marks has curbs and driveway entrances. Since the road is narrow, they would like to close Chicago between Roosevelt and Marks Road. This will enable residents to park on the street while they are doing road repairs which will prohibit them from using their driveways. This will be closed to local traffic only. This project will be 1-2 weeks and begins Monday or Tuesday of next week.

Steve Poulos moved to approve closing Chicago Street from Roosevelt to Marks Road, seconded by Holly Howe and so approved.

There was no further business and the meeting was adjourned.