

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY  
VALPARAISO, INDIANA  
August 28, 2020**

The Board of Public Works & Safety of Valparaiso, Indiana met August 28, 2020 at 10:00 a.m. in City Hall. Present were Mayor Murphy and Steve Poulos. Holly Howe was absent. Mayor Murphy called the meeting to order and led the Pledge of Allegiance.

Steve Poulos moved that the minutes of the August 14, 2020 meeting be approved, seconded by Mayor Murphy and so approved.

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

**Park Employees Updated Job Descriptions & Classifications**

Holly Taylor has asked Waggoner, Irwin, Scheele and Associates to review Recreation Facility Director and Business Operations Superintendent positions with the Park Department. She requested approval of the review and recommendations. These positions and salary change will be effective January 1, 2021.

Steve Poulos moved to approve the updated job descriptions and classifications for Assistant Park Director and Recreation Facility Director with the changes to be effective January 1, 2021, seconded by Mayor Murphy and so approved.

**Agreement for Professional Communications Services – Kim Ranegar**

Mike Jessen requested approval and signature of an Agreement for Professional Communications Services with Kim Ranegar. Kim Ranegar has been working for the City for many years. This Agreement is now in written form. The Agreement has changed her hours per week from 12 hours to 20 at \$75.00 per hour.

Steve Poulos moved to approve the Agreement for Professional Communication Services, seconded by Mayor Murphy and so approved.

**Collection Efforts for Damage to Light Pole**

Mike Jessen requested approval to pursue collection of costs involved for repair of a light pole on US Highway 30 which was hit by Phil Bushweiler and to date has been uncollected through insurance. Attorney Estrada will pursue this action. Attorney fees will not exceed \$1,000.00.

Steve Poulos moved to approve collection efforts for damage to a light pole with attorney fees not to exceed \$1,000, seconded by Mayor Murphy and so approved.

**Selecting a Contractor for Repaving the Transit Garage Lot at 406 Don Hovey**

Don Lorntzen requested approval to accept Reith Riley as the Contractor for repaving the Transit Garage lot at 406 Don Hovey. He is working with NIRPC through the CARES Act. The lowest bid received was from Reith Riley in the amount of \$98,446.25. Project Management has reviewed and approved this bid.

Steve Poulos moved to approve Reith Riley as the contractor to repave the Transit Garage Lot at 406 Don Hovey in the amount of \$98,446.25, seconded by Mayor Murphy and so approved.

### **Replace Transit Facility Gate**

Don Lorntzen requested approval of the proposal submitted by NW Indiana Fence for replacement of existing gate operator. The total cost is \$5,900 and is 100% CARE Act reimbursement. They also will be adding a man-gate.

Steve Poulos moved to approve the proposal of NW Indiana Fence for replacement of the existing gate operator, seconded by Mayor Murphy and so approved.

### **ESRI Enterprise Agreement**

Beth Shrader requested approval of an Agreement with ESRI. This GIS platform software is for the Planning and VCU Departments. Each is responsible for one-half of the cost. The VCU Board has approved their portion of the Agreement. It is a three-year agreement. Year One cost is \$35,000. Year two cost is \$38,500 and Year three cost is \$38,500.

Steve Poulos moved to approve the Agreement with ESRI, seconded by Mayor Murphy and so approved.

### **Planning Workshop**

Beth Shrader requested approval to enter into an Agreement with K.K. Gerart-Fritz, The Planning Workshop, Inc. They will do a workshop here for the Plan Commission and BZA Boards. Recently there have been a lot of new appointments to both Boards. This will help new members, staff and will be a refresher for those who have been on the Boards for a while.

Steve Poulos moved to approve entering into an Agreement with The Planning Workshop, seconded by Mayor Murphy and so approved.

### **INDOT Washington Street/SR2 Change Orders**

Don McGinley requested approval of Change Orders 4, 5 and 6. The total is \$8,840.06. There is an Agreement with INDOT that money spent on US 30 related to the City's maintenance of 130. No money will be expended. This calls for 180 days to be added to the contract so they do not become in default of the completion date. This is due to the delineators that have had to be placed in the median of US 30 at Lynwood.

Steve Poulos moved to approve, seconded by Mayor Murphy and so approved.

### **Troyer Group and DLZ Agreement Amendments**

Mike Jabo requested an amendment to the contract for Ransom Road Safety Improvements for additional services associated with added construction days to the contract. This increase is for \$32,600. This project is 90% paid by NIRPC. INDOT is looking for the contractor to reimburse the City their 10% share.

Mike also presented Supplemental Agreement No. 1 with DLZ. This is for the LaPorte Silhavy roundabout. They are requesting a rate classification change. This is for invoicing purposes only.

Steve Poulos moved approve an amendment to the contract with Troyer Group for Ransom Road Safety Improvements for additional services associated with added construction days to the contract and, Supplemental Agreement No. 1 with DLZ, seconded by Mayor Murphy and so approved.

### **Library Plaza Project**

Stu Summers requested approval of Pay Application #1 for the Library Plaza Project. This project is 13% done.

Steve Poulos moved to approve, seconded by Mayor Murphy and so approved.

### **Request for Road Closures**

- The use of 2 parking spaces in front of the Presbyterian resale shop (7 Lincolnway) to park a trailer from about 9 am to 12 noon on Saturday September 19, 2020
- The annual 2020 Popcorn Panic race taking place on Saturday September 12, 2020 from 7:30 am to 9:30 am.

Steve Poulos moved to approve both requests, seconded by Mayor Murphy and so approved.

### **Resolution No. 4, 2020 – 15 Minute Parking**

Mike Jessen requested approval of Resolution No. 4, 2020. This Resolution authorizes up to 50 parking spots in downtown to be marked for 15-minute parking for pick-ups at restaurants. They have worked with Traffic and Safety and City staff to draft this Resolution. Violators will be assessed a \$15 fine.

Steve Poulos moved to approve Resolution No. 4, 2020, seconded by Mayor Murphy and so approved.

### **Unsafe Building Status – 1756 Harrison Blvd**

Vicki Thrasher reported the roof is repaired. The owner is waiting on a contractor for repair to the siding. Her recommendation is to continue this matter and have it stay on the Agenda.

### **Unsafe Building Status – 353 John Glenn Drive**

Vicki Thrasher reported significant progress has been made on this residence. An engineer has determined the building can be salvaged. Vicki has inspected the inside of the building. Any issues can

be fixed by a contractor. The owners are keeping the grass mowed. Her recommendation is to continue this matter and have it stay on the Agenda.

#### **Unsafe Building Status – 1209 Lincolnway**

Vicki Thrasher reported the University has made progress on this property. They have striped the lot and painted the light poles. They have cleaned up the east side and still need to clean the west side of the lot. They have been working on the retaining wall on the back of the property. Her recommendation is to continue this matter and have it stay on the Agenda.

#### **Site Work Applications – Hoosier Cable for Comcast**

Mike Jabo requested approval of a Site Work Application for Hoosier Cable for Comcast at Pepper Creek and Pepper Ridge Subdivisions. The Engineering office and VCU have reviewed and approved the application.

Steve Poulos moved to approve the Site Work Applications, seconded by Mayor Murphy and so approved.

#### **Ransom Road Safety Improvements, Change Order #4**

Don McGinley requested this be withdrawn from today's Agenda. He expects by the next meeting to have funding sources resolved.

Steve Poulos moved to withdraw Change Order #4 Ransom Road Safety Improvements from today's Agenda, seconded by Mayor Murphy and so approved.

There was no further business and the meeting was adjourned.