

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY  
VALPARAISO, INDIANA  
October 13, 2023**

The Board of Public Works & Safety of Valparaiso, Indiana met October 13, 2023, at 10:00 a.m. in City Hall. Present were Steve Poulos, Holly Howe, and Mayor Murphy. Mayor Murphy called the meeting to order and led the Pledge of Allegiance.

**Motion:** Holly Howe moved that the minutes of the September 22, 2023 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.

**NIPSCO – Traffic Closures**

Bill Laird addressed the Board. NIPSCO is asking for several traffic closures to perform maintenance on their overhead electric lines. Maintenance activities include specific, individual power pole replacement and maintenance on pole mounted equipment. Each closure is planned to be for 2 days between 7 am and 5 pm. Roads will be reopened at 5 pm each night. The proposed locations and dates were presented.

**Motion:** Steve Poulos moved to approve traffic closures proposed by NIPSCO. Seconded by Holly Howe and so approved with a 3-0 vote.

**Professional Services Contract – Richard Hudson**

Max Rehlander addressed the Board. The Engineering Department has utilized the services of Rich Hudson previously to assist with a variety of surveying needs. These services can involve boundary determinations, title and document research, writing legal descriptions for easements and establishing horizontal and vertical control points to be used for topographic field survey. They recommend approval for 2024 at a not to exceed contract amount of \$5,000.

**Motion:** Holly Howe moved to approve the Professional Services Contract with Rich Hudson in a not to exceed amount of \$5,000. Seconded by Steve Poulos and so approved with a 3-0 vote.

**Utility Pole Request – NITCO**

Max Rehlander addressed the Board. NITCO is making a request to install a new utility pole on the North side of Bush Street, west of Calumet Avenue. The new pole is needed to connect a new service line to a customer and is in line with two existing poles along this area of the street. The new pole will help service Northside Tap.

**Motion:** Holly Howe moved to approve the request for installation of a new utility pole on the north side of Bush Street, west of Calumet Avenue. Seconded by Steve Poulos and so approved with a 3-0 vote.

### **Community Crossings Street Closure – Vale Park Road**

Max Rehlander addressed the Board. Reith Riley has completed the first two phases of construction on Vale Park Road through Keystone Commons and are now working on the last phase. The last phase will require full closure of Vale Park Road between Saddlebrook Crossing and Whispering Brook Lane and is anticipated to be in effect for three weeks. Local residents will have daily access to their driveways during this time. The Engineering Department recommends approval of this street closure to finish the project.

**Motion:** Holly Howe moved to approve the Community Crossings Street Closure of Vale Park Road. Seconded by Steve Poulos and so approved with a 3-0 vote.

### **Baker Tilly Engagement Letter**

Clerk-Treasurer Taylor presented an Engagement Letter with Baker Tilly. The Agreement is for them to serve in an advisory capacity. The amount of the Contract is a not to exceed amount of \$4,500 per five-year calculation for the 2013 Bonds and \$2,500 per annual calculation for the 2023 Bonds.

**Motion:** Steve Poulos moved to approve the Engagement Letter with Baker Tilly in a not to exceed amount of \$4,500 per five-year calculation for the 2013 Bonds and \$2,500 per annual calculation for the 2023 Bonds. Seconded by Holly Howe and so approved with a 3-0 vote.

### **Public Works CDL Policy Amendment**

Katie Travis addressed the Board and presented an amendment to the Public Works Operations Positions – Achievement of Commercial Driver's License (CDL) Policy. The changes are: A skilled laborer who achieves a Class B CDL while employed with Public Works will be promoted to Truck Driver Light Equipment Operator along with the appropriate wage increase. And Public Works will reimburse the expense for one (1) Class B CDL certification test. If certification is not achieved with first attempt, any additional testing will be at the expense of the employee.

**Motion:** Steve Poulos moved to approve an amendment to the Public Works CDL Policy as presented. Seconded by Holly Howe and so approved with a 3-0 vote.

### **Supplemental Agreement #2 for the Barrel District Trail Preliminary Engineering**

Beth Shrader addressed the Board. DLZ has determined that additional work is required to complete the Geotechnical Recommendations for Proposed Surcharging. This is to investigate

soil by the railroad. The total compensation to be paid to DLZ as outlined in the original agreement will be an increase of \$2,300 from \$564,035.00 to \$566,335.00 for services outlined in Supplemental Agreement No. 2. The RDC is paying for this.

**Motion:** Steve Poulos moved to approve Supplemental Agreement #2 for the Barrel District Preliminary Engineering in the amount of \$2,300. Seconded by Holly Howe and so approved with a 3-0 vote.

### **Transloc Transit Contract**

Don Lorntzen addressed the Board. He is proposing to migrate from DoubleMap to Transloc for the Transit AVL platform. Transloc has acquired DoubleMap and is no longer supporting the platform it runs on. The City will migrate to the new operating AVL platform with some hardware costs involved. This is the mobile dispatch and bus tracking platform used to track the transit buses and provide real time bus location for riders. He will have a contract for signatures after his meeting with Transloc this coming Monday.

**Motion:** Holly Howe moved to table this matter to the next meeting. Seconded by Steve Poulos and so approved with a 3-0 vote.

### **Transition of Eye Insurance Coverage**

Bill Oeding addressed the Board. The City will be changing their eye insurance carrier from EyeMed to VSP effective January 1, 2024. Factors involved in making this decision include: the opportunity to provide more robust eye insurance coverage for employees and dependents; ease of enrollment for existing staff through open enrollment given that VSP is administered by the AIM Trust; and lack of responsiveness of EyeMed representatives regarding issues with employee claims and premium payments.

**Motion:** Holly Howe moved to approve the transition from EyeMed to VSP for employee eye insurance coverage. Seconded by Steve Poulos and so approved with a 3-0 vote.

### **Calkins Hill Draw #10**

Attorney Patrick Lyp addressed the Board. Bonds were purchased by the Developer. They have completed the project. There is \$108,527 left which is to be reimbursed to the Developer. Everything has been reviewed. This is not taxpayer money.

**Motion:** Holly Howe moved to approve Calkins Hill Draw #10. Seconded by Steve Poulos and so approved with a 3-0 vote.

## **Petition of Public Hearing – Mary Abraytis, Petitioner vs. City of Valparaiso, Respondent**

Mary Abraytis addressed the Board. She presented her facts regarding the removal of “No Through Trucks” signs on Yellowstone.

A copy of her presentation and all supporting documents are on file in the Clerk-Treasurer’s office.

Attorney Lyp advised there is a lot of material to review. This matter will be taken under advisement by the Board of Works.

### **Unsafe Building Code Violation Matters**

Attorney Estrada addressed the Board.

#### **804 Union Street**

Attorney Estrada recommended continuing this matter to the next meeting. There is new counsel, and they are working well with the City

**Motion:** Holly Howe moved to continue the 804 Union Street Unsafe Building Code Violation to the October 27, 2023 meeting. Seconded by Steve Poulos and so approved with a 3-0 vote.

#### **753 Dove Drive**

Attorney Estrada recommended dismissal of this matter. The structure has been demolished at the owner’s expense.

**Motion:** Steve Poulos moved to dismiss the 753 Dove Drive Unsafe Building Code Violation. Seconded by Holly Howe and so approved with a 3-0 vote.

#### **306 Indiana Avenue**

Attorney Estrada recommended continuing this matter to the next meeting. The owner is working on an inspection and quote for demolition. He knows the City is wanting the building demolished. The owner has asked for a two-week continuance. If there is not a plan at that time they will be prepared to go ahead with an Evidentiary Hearing.

**Motion:** Holly Howe moved to continue the 306 Indiana Avenue Unsafe Building Code Violation to the October 27, 2023 meeting. Seconded by Steve Poulos and so approved with a 3-0 vote.

### **Unsafe Building Code Violation Matters – Update 1425 Glendale**

Attorney Estrada advised all three lawsuits have been consolidated into one. There is a hearing on December 14, 2023. He recommends since there is Court action on this matter that it be

dismissed from the Unsafe Building Code Violation matters but be kept on the Agenda for updates.

**Motion:** Steve Poulos moved to remove 1425 Glendale from the Unsafe Building Code Violation matters but to keep it on the Agenda for updates. Seconded by Holly Howe and so approved with a 3-0 vote.

### **Request for Street Closures**

- Valpo Events Holly Days, Saturday December 2, 2023 from 2:00 pm to 6:00 pm

This has been reviewed and approved by all impacted departments.

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

### **Xerox (COTG) Agreements - Fire, Project Management Office, and Public Works**

Paul Pryor addressed the Board. He presented Agreements from COTG for copiers for Fire Department, PMO and Public Works. He went through the various costs.

**Motion:** Holly Howe moved to approve the contracts for copy machines as presented. Steve Poulos seconded the motion and so approved with a 3-0 vote.

### **EMCS Traffic Analysis Contract**

Max Rehlander addressed the Board. He requested a traffic analysis for installing a roundabout at 250 West and Highway 130. The Engineering Department recommends entering into the contract with EMCS at a cost of \$9,600.

**Motion:** Steve Poulos moved to approve the contract with EMCS for a Traffic Analysis at 250 West and Highway 130 as presented. Holly Howe seconded the motion and so approved with a 3-0 vote.

### **Street Closure – Valparaiso Street North of Lincolnway**

Max Rehlander addressed the Board. He requested approval of extending the closure of Valparaiso Street north of Lincolnway through the end of December 2023. This is for work being done for the parking garage. All the bricks will be returned to the street in a street scape project scheduled for June of next year.

**Motion:** Steve Poulos moved to approve the closure of Valparaiso Street north of Lincolnway through the end of December, 2023. Holly Howe seconded the motion and so approved with a 3-0 vote.

### **Public Comment**

Barb Domer - 614 Yellowstone. She advised the Board that there currently is still through truck traffic on Yellowstone.

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