

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
September 24, 2021**

1.

The Board of Public Works & Safety of Valparaiso, Indiana met September 24, 2021 at 3:00 p.m. in City Hall. Present were Mayor Murphy and Holly Howe. Steve Poulos was absent. Mayor Murphy called the meeting to order and led the Pledge of Allegiance.

Motion: Holly Howe moved that the minutes of the September 10, 2021 meeting be approved, seconded by Mayor Murphy and so approved with a 2-0 vote.

Motion: Holly Howe moved that the claims be approved for payment subject to appropriation balances, seconded by Mayor Murphy and so approved with a 2-0 vote.

Memorandum of Understanding with Porter County Board of Commissioners

Mayor Murphy explained a request has been made and the Commissioners have agreed to allow free parking in their parking garage. Times will be after 5:00 p.m. until 1:00 a.m. Monday through Friday and 9:00 a.m. until 1:00 a.m. on weekends and all declared holidays when the Porter County Building is not open for public business. Attorney Patrick Lyp added signage will be posted of this availability. The City will contribute yearly. The annual fee is \$15,000 which will offset any insurance cost and certain loss of revenue. Each side has 90 days to terminate the program. The first payment will cover from October 1, 2021 and all of 2022.

Motion: Holly Howe moved to approve the Memorandum of Understanding between the Porter County Commissioners and the City of Valparaiso, seconded by Mayor Murphy and so approved with a 2-0 vote.

Calkins Hill Draw #4

Attorney Patrick Lyp stated the RDC has reviewed and approved Draw #4. The request is in the amount of \$45,473.42.

Motion: Holly Howe moved to approve Draw #4 for Calkins Hill, seconded by Mayor Murphy and so approved with a 2-0 vote.

Animal Shelter Services Contract

Clerk-Treasurer Taylor presented a contract with Porter County for animal control and shelter services in the yearly amount of \$66,154. The Contract is good through 2026.

Motion: Holly Howe moved to approve the Animal Control and Shelter Services Contract with Porter County, seconded by Mayor Murphy and so approved with a 2-0 vote.

Job Classification and Compensation Study

Mike Jessen requested approval of a contract with Waggoner, Irwin, Scheele and Associates. The City used this company previously to do a wage study analysis. The study is a six-to-eight-month process. He anticipates having this done next year with results implemented in 2023.

Motion: Holly Howe moved to approve the Job Classification and Compensation Study, seconded by Mayor Murphy and so approved with a 2-0 vote.

SR 130 at CR 400N Design for Intersection Improvements

Mike Jabo requested approval to enter into an agreement with RQAW for the design of a roundabout at SR 130 and CR 400N. This is needed due to an anticipated increase in traffic once the Vale Park extension is complete. The not to exceed amount of this proposal is \$398,431.00. It is the recommendation of the Engineering Department that the Board of Works and Public Safety accept and approve the proposal from RQAW and that an agreement be prepared for execution by the Mayor, subject to review by the City Attorney.

Motion: Holly Howe moved to approve the proposal for design of the intersection of SR 130 and CR 400N with RQAW in a not to exceed amount of \$398,431.00, seconded by Mayor Murphy and so approved with a 2-0 vote.

Amendment #1 to Professional Services Agreement American Structurepoint

Campbell Street and Brown Street Improvements

Mike Jabo explained additional work has been added to the project from the original agreement. The not to exceed agreement amount will be revised from \$180,000 to \$230,000, an increase of \$50,000. It is the recommendation of the Engineering Department that the Board of Works and Public Safety accept and approve Amendment No. 1 from American Structurepoint, subject to review by the City Attorney.

Motion: Holly Howe moved to approve Amendment #1 to the Professional Services Agreement with American Structurepoint for the Campbell Street and Brown Street improvements with a not to exceed amount of \$230,000, seconded by Mayor Murphy and so approved with a 2-0 vote.

Various Traffic Improvements

Mike Jabo presented five items that have been approved by the Traffic and Safety Committee. It is the recommendation of the Engineering Department that the Board of works and Public Safety approve the five proposed traffic improvements. Mike explained the Department does studies again after the traffic improvements have been implemented.

Motion: Holly Howe moved to approve the proposed traffic improvements as presented, seconded by Mayor Murphy and so approved with a 2-0 vote.

Comcast Site Work Application – 2106 Morthland Drive

NITCO Site Work Application – 3303 Pines Village Circle

Mike Jabo presented Site Work Applications from Comcast and NITCO. It is the recommendation of the Engineering Department that the Board of Works and Public Safety approve the site work applications.

Motion: Holly Howe moved to approve the site work applications of Comcast and NITCO as presented, seconded by Mayor Murphy and so approved with a 2-0 vote.

LPA Contract for TOD Trail

Beth Shrader presented a contract for Consultant LPA prepared by DLZ for preliminary engineering for the TOD-Downtown. This project is Federally funded with local match provided through the RDC. Total fee for preliminary engineering services is not to exceed \$561,260. Engineering and Planning have reviewed the proposed contract. The total cost of this project is expected to be around \$2 Million. This contract is under review by INDOT. Beth wants to have the RDC review this also. She is asking for preliminary approval today and will obtain signatures when she has heard back from INDOT and RDC.

Motion: Holly Howe moved to approve the LPA Contract for TOD Trail, seconded by Mayor Murphy and so approved with a 2-0 vote.

Property Maintenance/Rental Housing Code Violation Matters

Building Department Director Vicki Thrasher reported she has dismissed two cases and carried 14 to the October 22nd meeting. The cases dismissed were 410 Elmhurst and 1301 Wood Street.

Public Assembly Approval -Freedom Rally

Attorney Patrick Lyp presented a request from Jennifer Bernard on behalf of Freedom. This is a timely filed request. They have permission from the Porter County Commissioners. Attorney Lyp explained sometimes groups get larger than expected. He asked that the leader of the group do what ever is possible to help the Valparaiso Police in keeping the group to the area assigned. He recommends approval subject to general conditions.

Motion: Holly Howe moved to approve the Freedom Public Assembly Request to be held September 29, 2021 from 5:30 pm to 7:30 pm, seconded by Mayor Murphy and so approved with a 2-0 vote.

Public Assembly Approval -Northwest Indiana NOW

Attorney Patrick Lyp presented a request from Julie Storbeck on behalf of Northwest Indiana NOW. They have had requests in the past and have always worked cooperatively with the Police Department. The request is to have access to the City's sidewalk around the courthouse square and to have a march. Attorney Lyp explained to Julie Storbeck that they would like crossing streets to be limited. He discussed the proposed route and stated if that is agreeable to Northwest Indiana NOW then he recommends approval. Holly Howe asked about the spots where they must cross the street. Julie replied they will work with VPD and will also have their own people to help with crossing streets.

Motion: Holly Howe moved to approve Northwest Indiana NOW Public Assembly Request, with the march to be held on the route as presented by Attorney Patrick Lyp. The event to be held October 2, 2021 from 3:00 pm to 3:30 pm, seconded by Mayor Murphy and so approved with a 2-0 vote.

Road Closures

- Valpo High School Homecoming Parade, October 1, 2021
- Porter County Museum, Montague/Urschel Gallery, November 4-6, 2021
- City of Valparaiso Engineering, South Campbell Street from Boundary Street to West Street, date to be determined.

Matt Zurbriggen explained VCU plans to close Campbell from Boundary Street to West Street. They cannot give a date specific because they must work with Reith Riley. They will have a detour plan posted.

Motion: Holly Howe moved that the road closure requests as presented be approved, seconded by Mayor Murphy and so approved with a 2-0 vote.

The Brooks Development Disbursement Request #8

Matt Zurbriggen requested approval of the Brooks Development Disbursement #8 in the amount of \$206,625.00 from the Construction Fund. The Engineering Department has reviewed and submitted invoicing and recommends that the

Board of Public Works and Safety approve as presented. If approved, then it will be presented to the City Utilities Board of Directors for their approval at their next regularly scheduled meeting.

Motion: Holly Howe moved to approve Disbursement Request #8 for the Brooks Development, seconded by Mayor Murphy and so approved with a 2-0 vote.

Social Work Technology Grant

Mike DeHaven explained this is a grant from VU which stipulates it must be used for Police Social work. The Department needs software for the new social worker. They are requesting to use up to \$2,000 as a non-matching grant that will be supplied by the VU Department of Social Work.

Motion: Holly Howe moved to approve the \$2,000 Police Social Work Technology grant supplied by VU, seconded by Mayor Murphy and so approved with a 2-0 vote.

Fire Safety Grant

Attorney Patrick Lyp stated in 2014 the Council passed a Fire Safety Grant program to help downtown property owners install fire suppression systems. He has received a request from the owner of the building where Stacks Bar and Grill is located. The request is for a Fire Safety Grant in an amount not to exceed \$65,000. He is looking for approval on this grant application subject to the execution of an appropriate agreement consistent with the program policies. This will be paid out of LIT.

Motion: Holly Howe moved to approve the \$65,000 grant application for Fire Safety Suppression, seconded by Mayor Murphy and so approved with a 2-0 vote.

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