

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
May 13, 2022**

The Board of Public Works & Safety of Valparaiso, Indiana met May 13, 2022, at 3:00 p.m. in City Hall. Present were Holly Howe, Steve Poulos 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 April 22, 2022 meeting be approved. Seconded by Steve Poulos and so approved.

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

2022-1 Community Crossings Road Improvement Project

Max Rehlander requested approval to advertise for bids on the 2022-1 Community Crossings Road Improvements Project. The bids will be due on June 10th. The project consists of mill and resurface improvements along various streets within the City as well as minor storm infrastructure and ADA improvements, lane striping, traffic signal loop replacement and other incidental work. The Engineering Department recommends the Board of Works and Safety grant permission to start the public bid process and advertise to bid. The 1 in 2022-1 means it is the first call of this year.

Motion: Holly Howe moved to approve starting the public bid process and advertise to bid for the 2022-1 Community Crossings Road Improvement Project. Seconded by Steve Poulos and so approved.

**Scope Appendix to Engagement Letter Dated March 23, 2020 with Baker Tilly
Scope Appendix to Engagement Letter Dated May 25, 2021 with Baker Tilly**

The original letter is dated March 23, 2020. Baker Tilly is requesting to continue Disclosure Services and annual reporting on behalf of the City. This is just for the storm water portion. Baker Tilly handles these for the City and Cender/Dalton Company handles for the RDC.

The original letter is dated March 25, 2021. Baker Tilly is requesting a more well rounded scope so all the different areas they are assisting with fall under it now.

Motion: Steve Poulos moved to approve the Scope of Appendix to Engagement Letter dated March 23, 2020 and May 25, 2021 with Baker Tilly as presented. Seconded by Holly Howe and so approved.

Calkins Hill – Draw Request #7

Attorney Patrick Lyp requested approval of Draw Request #7 for Calkins Hill. There is one request that does not have the appropriate documents with it. He asked the Board to approve subject to the

Redevelopment Director receiving all appropriate documents relating to the draw request. The total Draw Request is in the amount of \$22,923.34.

Motion: Holly Howe moved to approve subject to the Redevelopment Director receiving all appropriate documents relating to the draw request. Seconded by Steve Poulos and so approved.

Parking for Valpo Market Vendors

Dan McQuire requested approval to use the city parking lot on the northwest corner of Jefferson and Lafayette as the vendor parking lot for the Valparaiso Market. The season begins on June 4th and ends on October 15th. They would like use of the lot from 8:30 am to 1:30 pm on Tuesday and Saturday.

Motion: Steve Poulos moved to approve the city parking lot on the northwest corner of Jefferson and Lafayette as the vendor parking lot for the Valparaiso Market. Seconded by Holly Howe and so approved.

Brooks – Phase 2 Secondary Development Plan

Mike Jabo requested approval of the Brooks – Phase 2 secondary development plan. It is the recommendation of the Engineering Department and the Planning Department that the Board of Works accept and sign the Phase 2 Secondary Development Plan of the Brooks.

Motion: Holly Howe moved to approve the Secondary Development Plan for Brooks -Phase 2. Seconded by Steve Poulos and so approved.

KSM Scope of Service Agreement

Attorney Patrick Lyp requested approval of a Scope of Services letter with KSM. They will assist the City of Valparaiso by providing program management services related to ARPA funding distribution to local nonprofits. There is a “Not to Exceed” clause of \$25,000.

Motion: Steve Poulos moved to approve the Scope of Service Agreement with KSM. Seconded by Holly Howe and so approved.

Unsafe Building Hearing 1503 Valparaiso Street

Attorney Alfredo Estrada advised the back two buildings on this property have been torn down. The owner is working on repairs to the front building. It is his recommendation to continue this matter to the June 10th meeting in hopes of asking for a dismissal at that time.

Motion: Steve Poulos moved to continue the unsafe building hearing on 1503 Valparaiso Street to the June 10, 2022 meeting. Seconded by Holly Howe and so approved.

Attorney Alfredo Estrada asked for a continuance on the ZAO Island matter to the June 27th meeting.

Motion: Holly Howe moved to continue the ZAO Island hearing to the June 27, 2022 meeting. Seconded by Holly Howe and so approved.

Attorney Estrada asked that the Board delegate to Attorney Patrick Lyp the authority to handle procedural matters such as continuances without Board approval. Logistically this would be beneficial with these matters.

Motion: Holly Howe moved to delegate Attorney Patrick Lyp the authority to handle procedural matters such as continuances without Board approval. Seconded by Steve Poulos and so approved.

American Legion Veteran’s Court Graduation & Poker Run/Fundraiser for Deputy Vanderpool

Chief Balon requested approval to close the city parking lot next to the American Legion for Veteran’s Court graduation on May 27th. He also requested approval to close the lot on June 12th for a poker run fundraiser for Deputy Vanderpool (who has cancer). Both requests are for all day.

Motion: Holly Howe moved to close the city parking lot next to the American Legion for Veteran’s Court graduation on May 27th and on June 12th for a poker run fundraiser for Deputy Vanderpool. Seconded by Steve Poulos and so approved.

Request for Street Closures

- Building improvements at 9 ½ Washington. Use of three parking spaces May 17, 2022;
- Jeff Anslem Annual Hog Roast, Sheffield Drive, May 21, 2022;
- EGA Construction, 8 Lafayette, brick work, May 16-June 6, 2022

These have been reviewed and approved by all impacted departments.

Motion: Steve Poulos moved to approve the Requests for Street Closures as presented. Seconded by Holly Howe and so approved.

2022 Annual Sidewalk Program Package #3 and Downtown

Matt Zurbriggen announced bids were due to the City by 2:30 pm today for the Annual Sidewalk Program Package #3 and Downtown. He advised that the bids received from Rex Construction were late coming in. Attorney Lyp explained past procedure has been to identify that one came in late. Open it publicly. And then wait to see what the recommendation is with a footnote that it was received late.

Bids received were:

	<u>Package #3</u>	<u>Downtown</u>
Gariup	\$247,500.00	\$397,500.00
Rex Construction	\$171,155.00	\$298,710.00

Matt Zurbruggen asked to continue this matter until the next meeting when they will make a recommendation.

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