

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
August 13, 2021**

The Board of Public Works & Safety of Valparaiso, Indiana met August 13, 2021 at 10:00 a.m. in City Hall. Present were Holly Howe and Steve Poulos. Mayor Murphy was absent. Steve Poulos called the meeting to order and led the Pledge of Allegiance.

Steve Poulos requested in the section "Boil Order on Water" that the word "order" be changed to "advisory". There is a big difference between "order" and "advisory" and it indeed was an "advisory" that was issued.

Motion: Holly Howe moved that the minutes of the July 23, 2021 meeting be approved with the change noted by Steve Poulos on Boil Advisory, seconded by Steve Poulos 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 Steve Poulos and so approved with a 2-0 vote.

Open Bids for 2021 Community Crossings Matching Grant

Steve Poulos presented Proof of Publication that at today's meeting the Board will accept bids for the 2021 Community Crossings Matching Grant. Matt Zurbruggen of the Engineer's Department opened bids. Bids received were from:

Milestone Contractors North – \$2,674,969.40

Reith Riley - \$2,694,802.14

Reith Riley's bid was received at 9:31 am. Attorney Patrick Lyp advised for the record that the posted time was 9:30 am deadline for receiving bids. The policy of the City is to open the bid with that notation, review the bids and come back with a recommendation. The Board does have the right to waive that time but historically they have not.

Matt advised they will review the bids and come back at the end of the meeting to recommend an award.

Motion: Holly Howe moved to accept the bids under advisement and at the end of the meeting they will hear a recommendation from the Engineer's Department for awarding the bid, seconded by Steve Poulos and so approved with a 2-0 vote.

Site Work Application 808 Vale Park Road

Mike Jabo addressed the Board. Comcast Cable has submitted Site Work Applications to occupy the City's public right of way to install underground cable at 808 Vale Park Road. Cable Services d/b/a Hoosier Cable Services will be performing the work for this project on behalf of Comcast Cable. It is the recommendation of the Engineer's Department to approve this application.

Motion: Holly Howe moved to approve the site work application of Comcast Cable for work at 808 Vale Park Road, seconded by Steve Poulos and so approved with a 2-0 vote.

Traffic Control Measures on LaPorte Avenue

Mike Jabo addressed the Board. As part of the Uptown East development to provide Work Force Development housing, additional on street parking is required on LaPorte. It has been determined that additional permit parking spaces would be needed within the public right of way. In conjunction with the expansion of on-street permit parking, there are additional traffic items that need consideration by the Board of Works. Having LaPorte Avenue be one-way vehicular travel between Garfield Avenue and Roosevelt Road. Also, implementing multi-way stop control at the intersection of LaPorte Avenue at Roosevelt Road.

Motion: Holly Howe moved to approve one-way traffic on LaPorte Avenue from Garfield to Roosevelt and a multi-way stop at LaPorte Avenue and Roosevelt Road, seconded by Steve Poulos and so approved by a 2-0 vote.

Encroachment Agreement within Drainage Easement – 4600 Silhavy

Mike Jabo requested that this matter be deferred to another meeting.

SOOFA Transit Sign Grant

Don Lorntzen addressed the Board. The SOOFA signs are part of a sign grant with FTA and NIRPC to pay for five stand-alone information transit signs. They will be located at five high travel V-Line shelter locations throughout the City. The signs will have bus route information on one side and news updates on the other. Maintenance costs for the signs is \$5,700 each sign per year. The signs will be solar powered stand-alone signs. They will not obstruct sidewalks.

Motion: Holly Howe moved to approve the agreement with SOOFA sign grant with FTA and NIRPC, seconded by Steve Poulos and so approved by a 2-0 vote.

Request Hearing on Possible Suspension of Riding Privileges on V-Line

Don Lorntzen requested approval to send a letter to Kyle Butcher regarding serious incidents of graffiti at V-Line bus shelters and on a V-Line bus. Attorney Patrick Lyp advised a Criminal Trespassing Warning has been issued. This matter has also been referred to the Porter County Prosecutor for criminal action. A victim's statement has been provided to the Prosecutor by the City of Valparaiso.

Motion: Holly Howe moved to approve sending a letter to Kyle Butcher which suspends him from any and all Valpo Transit bus services for a period of no less than 6 months, seconded by Steve Poulos and so approved by a 2-0 vote.

INDOT R-39629 Ransom Road Safety Improvements

Don McGinley requested approval of Change Order #3 Project Invoice. This closes out the Ransom Road Safety Improvements project.

Motion: Holly Howe moved to approve Change Order #3 for the Ransom Road Safety Improvements project, seconded by Steve Poulos and so approved by a 2-0 vote.

Replat by McDonald's Corp

Beth Shrader requested approval of a replat by McDonalds. McDonalds bought a sliver of land from a doctor to the south and added it to their parcel. At the same time, they consolidated the few adjacent parcels they owned into one and dedicated a small segment of right of way to the City along Calumet. This was approved by the Plan Commission at their January 12 meeting.

Motion: Holly Howe moved to approve the replat of McDonald's property which was approved by the Plan Commission, seconded by Steve Poulos and so approved by a 2-0 vote.

Memorandum of Understanding – HealthLinc, Inc

Chief Balon presented a Memorandum of Understanding with HealthLinc. The grant received is to cover benefits and salary for a social worker for the Department. He also presented a Grant Summary Checklist. He hopes the grant will be renewed next year. If not, he hopes it will be adopted through the City.

Motion: Holly Howe moved to approve the Memorandum of Understanding and Grant Summary Checklist between the Valparaiso Police Department and HealthLinc as presented and give Chief Balon permission to sign the MOU, seconded by Steve Poulos and so approved by a 2-0 vote.

Unsafe Building Demolition Hearing

57 South Street

Attorney Estrada recommended continuing this matter. The demolition permit has been pulled. That triggered the Historic Preservation Ordinance. This requires a 45-day waiting period. That Committee is meeting today. A determination will be made.

Motion: Steve Poulos moved to continue the matter of demolition of 57 South Street, seconded by Holly Howe and so approved with a 2-0 vote.

1307 N Calumet Avenue

Attorney Estrada explained this formerly was a gas station. He went through the various notices that have been sent. He has not received any response from the property owner. Rich Serrano, the property owner, advised he has been working with IDEM because the ground was contaminated. He had been renting the building, but it currently is vacant. He cannot do anything the City is requiring because State is working on the property. The State of Indiana may be knocking the building down themselves. The canopy has already been knocked down. IDEM has been working on the ground for approximately 1 ½ years. The State and Mr. Serrano are paying for the cleaning. Attorney Estrada looked at pictures presented by Rick Serrano which show work he has done on the property. Attorney Lyp stated it needs to be part of the motion that no commercial business can be going on in the building. Attorney Estrada stated the City does not want to move forward until IDEM lets them know the status of the ground.

Motion: Holly Howe moved to continue generally this matter until either party requests to be reset for a hearing. No commercial activity on the property. Rich Serrano is to provide Attorney Estrada with all information provided to him by the State and contact information. Steve Poulos seconded the motion and so approved by a 2-0 vote.

703 Jefferson

Attorney Estrada advised the property owner has requested a continuance to seek legal counsel. He further advised he is requesting an engineer's report advising the status of safety of the building. He also wants verification if the building is vacant.

The property owner, Laura Scheller, advised the building is vacant. She has a sale pending on the building and if it does not go through, she will be listing it with a realtor. She is in the process of getting bids for someone to look at the foundation and give her an estimate of cost for repairs. Attorney Estrada stated he is ok with a continuance until September provided the property owner provide an engineer's report on the safety of the building. The property owner asked what happens if she sells the building. Attorney Estrada advised they will work through that when and if it happens.

Motion: Steve Poulos moved to continue the case of 703 Jefferson to the September Board of Works Meeting and for the property owner to provide a report from a structural engineer as to the integrity of the building, seconded by Holly Howe and so approved by a 2-0 vote.

1300 Napoleon Street

Attorney Estrada advised there has been no response on any notices sent to the property owner. The property is held in a Trust. They are assuming the building is vacant but are not sure. They have proof of all Notices sent. There was not a property owner present at today's meeting.

Attorney Estrada questioned Building Department Director, Vicki Thrasher. She advised that she has inspected the building at 1300 Napoleon. The building is in very poor condition. It is overgrown with vegetation. A tree has fallen through the roof. It appears to be vacant. It is her opinion that the structure is vacant, unsafe, a nuisance to the community and her recommendation is demolition. The taxes are current.

Motion: Holly Howe moved to approve demolition of the structure located at 1300 Napoleon Street, seconded by Steve Poulos and so approved by a 2-0 vote.

Citizen Requests

- Maple Creek Block Party August 28, 2021 from noon to 10:00 pm;
- Alan Drive Block Party August 28, 2021 noon to 8:00 pm;
- Valpo Night Ride-Bike Bash August 28, 2021 5:00 pm to noon on the 29th;
- Valparaiso Popcorn Festival September 11, 2021

Motion: Holly Howe moved that the citizen requests as presented be approved, seconded by Steve Poulos and so approved with a 2-0 vote.

Open Bids for 2021 Community Crossings Matching Grant

Matt Zurbriggen advised they have reviewed all bids and the lowest responsive and responsible bidder was Milestone Contractors North in the amount of \$2,674,969.40.

Motion: Holly Howe moved to award the bid for the 2021 Community Crossings Matching Grant to Milestone Contractors North in the amount of \$2,674,969.40 and to allow the Mayor to sign the documents subject to city attorney review, seconded by Steve Poulos and so approved with a 2-0- vote.

The Brooks Development

Matt Zurbriggen requested approval of Disbursement Request No. 7 in the amount of \$451,020.45. If approved, this will go to the VCU Board for approval at their next meeting.

Motion: Holly Howe moved to approve Disbursement Request No. 7 in the amount of \$451,020.45, seconded by Steve Poulos and so approved with a 2-0 vote.

Journeyman – Trail

Beth Shrader advised the Board they are working with DLZ to prepare a consulting contract for the trail in conjunction with the Journeyman's project.

Fire Department – Bed Donation

Chief Dutz requested approval to donate 25 beds to Housing Opportunities. The Department donates surplus items. They have ordered and received new beds.

Motion: Steve Poulos moved to approve the donation of 25 beds to Housing Opportunities, seconded by Holly Howe and so approved with a 2-0 vote.

250 W Repaving

Mike Jabo requested approval to enter into an agreement with the County to reimburse them for approximately ¼ mile of paving they have done on 250 West. This part is in the City. The amount is not to exceed \$30,000.

Motion: Steve Poulos moved to approve entering into an agreement with the County to reimburse them part of the paving done on 250 West. The amount is not to exceed \$30,000. Seconded by Holly Howe and so approved with a 2-0 vote.

Steve Poulos introduced Kim Kaleth who is a new employee in the Clerk-Treasurer Office.

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