

REGULAR MEETING – March 7, 2016

The Board of Public Works and Safety of the City of Michigan City, Indiana, met in REGULAR SESSION on Monday morning, March 7, 2016 at the hour of 9:00 a.m., in the Council Chambers, in the City Hall Building, located at 100 East Michigan Boulevard, Michigan City Indiana – a regular meeting room of this Board.

The meeting was called to order by President Steve Janus, who presided.

Noted present: Steve Janus, Michael Palmer and Virginia Keating (3).

A QUORUM WAS NOTED PRESENT.

Also noted in attendance:

Russ Hatfield, Code Enforcement Officer
Charles “Spike” Peller, City Engineer
Robert Zondor, Superintendent Central Services
Lt. Tim Richardson, M.C.P.D. Assistant Chief of Police
Jeremy Kienitz, Superintendent
Shelley Dunleavy, Personnel Director
Judy Pinkston, CDBG Director
Sgt. Darren Kaplan, M.C.P.D. Traffic

Gale Neulieb, City Clerk
Kim Sliwa, Deputy City Clerk

APPROVAL OF MINUTES

President Janus asked if there were any corrections to the minutes of the Regular meeting of February 16, 2016.

Vice-President Palmer made the motion to approve the minutes as presented. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS** Janus, Palmer and Keating (3). **NAYS: None (0).** Motion carries.

REQUEST FOR STREET CLOSURE – Johnny Stimley with MainStreet Association is requesting the closure of Franklin Street from 4th to 9th Street from 11:00 AM to 7:00 PM on Saturday, July 16, 2016 for a new event call “Mid-Summer Splendor” Best of years past and tomorrow

The following Correspondence was received in the City Clerk’s Office on February 23, 2016 from Johnny Stimley:

The Michigan City MainStreet Association is requesting that on Saturday, July 16, 2016 that Franklin Street from 4th & 9th Streets be closed from 11 a.m. to 7 p.m. for a new event called “Mid-Summer Splendor” Best of years past and tomorrow.

This is a car show from 12 noon to 4 p.m. and a new and used car sale from 12 noon to 7 p.m. with a Sock Hop from 4 p.m. to 7 p.m., gearing portions of the event towards the youth with children’s games and activities, and with mobile food vendors (no alcohol at event). Sincerely, Johnny Stimley

Johnny Stimley, 3205 Tilden Avenue addressed the Board explaining the event; adding this is a first time event, and not knowing how many vehicles will participate they may need to

ask the county for permission to use the courthouse parking lot. Mr. Stimley also added that there would be a charge per vehicle to participate in this event, \$10.00 per vehicle, and the money would go to the MainStreet Association.

Discussion ensued between the Board members and Mr. Stimley about possibly scheduling a workshop to discuss all the upcoming events that MainStreet Association is requesting; also having MainStreet Association notifying the merchants of this meeting so that they may attend.

Vice-President Palmer made the motion to TABLE the request for street closure on July 16, 2016 and have a workshop on Monday, March 14, 2016 at 9:00 AM. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

REQUEST FOR STREET CLOSURE – Johnny Stimley with MainStreet Association is requesting the closure of 7th Street from Franklin Street to the end of the alleyway for “First Fridays” for an open air market from 8:00 AM to 3:00 PM for the following dates: April 1, May 6, June 3, July 1, August 5, September 2, October 7 and November 4

The following Correspondence was received in the City Clerk’s Office on February 23, 2016 from Johnny Stimley:

The Michigan City MainStreet Association is requesting the closure of 7th Street from Franklin Street to the end of the alleyway on 7th Street (as seen on the attached diagram) for 1st Fridays for an open air market (this will not affect any businesses) from 8:00 AM to 3:00 PM on April 1, May 6, June 3, July 1, August 5, September 2, October 7 and November 4, 2016 (no alcohol sales will be allowed).

Also, on these dates there will be food vendors on Franklin Street which we will need “No Parking” at 10th & Franklin Streets and 8th & Franklin streets, as well as in the middle of 7th and Franklin Streets.

We will be also having some street performers on 1st Friday, which will include bands, so we are requesting the use of electrical outlets. Sincerely, Shara Weaver, Chair of 1st Fridays and Johnny Stimley, Chair of Events for MainStreet Association

Vice-President Palmer made the motion to TABLE the request for street closure for “First Fridays” for the open air market and have a workshop on Monday, March 14, 2016 at 9:00 AM. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

REQUEST FOR STREET CLOSURE – Jeremy Kienitz, Park Superintendent is requesting the closure of Franklin Street from Coolspring Avenue to 11th Street on Saturday, July 2, 2016 from 7:00 AM to 2:00 PM for the Star Spangled Bicentennial Parade

The following Correspondence was received in the City Clerk’s Office on February 23, 2016 by Jeremy Kienitz:

The City of Michigan City, with the Park Department begin the lead agency, will be putting on the 2016 Michigan City Star Spangled Bicentennial Parade on Saturday, July 2nd at 11 am. We would like to request road closures for this event, from 7am -2pm, as follows: Franklin St. – from Coolspring Ave to 11th Street, Arthur St. – from Tilden Ave. to Wabash St.

Franklin St. from Coolspring Ave to Arthur St. will be used for staging purposes as the parade route will change this year. The parade route will now go north on Franklin from Arthur St. to Detroit St. When the different units of the parade are through, they could either stay straight and exit on 11th St. or filter off on Detroit St. This will allow us to keep the parade moving and not jam up the finish due to possible South Shore Trains coming

through town. Thank you for your attention and consideration of this request. Sincerely, Jeremy Kienitz, Park Superintendent.

Jeremy Kienitz, Park Superintendent addressed the Board explaining the 2016 Star Spangled Bicentennial Parade which has already been approved through the Park Board who has stepped up and taken the lead on this event. Mr. Kienitz furthered explained he has been working very closely with Police Chief Swistek and with Capt. Jesse on the street closures and the change to the parade route direction.

Discussion ensued between President Janus and Mr. Kienitz about why Franklin Street would have to close so early before the parade begins. President Janus stated in the past, Franklin Street stayed open until the beginning of the parade so why close it so early.

Mr. Kienitz explained the closing was for the staging area.

Sgt. Darren Kaplan explained the Traffic Division is working with the Park Department in helping to coordinate this event.

Virginia Keating made a motion to approve the request for street closure for July 2, 2016 on Franklin Street from Coolspring Avenue to 11th Street and also Detroit Street from Pine Street to Williams Street for the Star Spangled Bicentennial Parade and the closing time would be 7 AM to 2 PM with the understanding traffic would still be able get through till immediately before the parade. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

ANNUAL TOWER RUN REQUEST – Michael Sewell, Piranhas President and Tower Run Director is requesting approval for the 23rd Annual Tower Run to be held on Sunday, September 18, 2016 starting at 9:00 AM

The following Correspondence was received in the City Clerk's Office on February 29, 2016 by Michael Sewell:

The Michigan City Piranhas Swim Club request to be on the Board of Works meeting agenda scheduled for Monday, February 15, 2016. After a great run last year, we will ask for renewed support and return of the 23rd Annual Tower Run to be held on Sunday, September 18, 2016. The partnership with Parks & Recreation will ensure the continued growth of the longest and most unique existing running race in Michigan City. The success of this race will not be possible without the support of the Michigan City Park & Recreation Department and the City of Michigan City. As host you will receive acknowledgement on our website and in all publications.

The Tower Run race will start at 9:00 AM from the Washington Park parking lot 2. The finish will be on Parker Parkway near the new parking lot. The course takes participants through the scenic areas of the Michigan City Beach communities and Washington Park. It includes the very challenging hill and steps to the historic WPA Observation Tower.

1. At minimum, we request police presence at the following three traffic points where traffic needs to be stopped.
 1. Lakeshore Drive at the entrance to the Beachwalk community. Runners will cross Lakeshore Drive from the boardwalk to enter the Beachwalk community.
 2. Lakeshore Drive at marine Drive/Amphitheatre Street. Runners/Walkers will run down the hill after circling the Tower and then run up Marine Drive toward the Senior Center. This is the most critical point as runner/walkers are moving fast down a steep hill.
 3. Lakeshore Drive at the Washington Park exit/Yacht Club entrance. Runners will exit the park and do an out and back around Memorial Park and the Yacht Club. Runners cross this point from both directions as they loop around Millennium Plaza and the Yacht Club.
2. Other Traffic points that warrant attention and where we place volunteers.

1. Lakeshore Drive at the main entrance to Washington Park Parking lot 1.
 2. Lakeshore Drive at the back entrance to Washington Park and Krueger Ave./Hill
 3. Lakeshore Drive and N. Lake Ave.
3. As long as we have support at those critical traffic points, we don't see the need to close Lakeshore Drive traffic from either direction. Police support in 2015 was phenomenal. We will discuss with them the best course of action to ensure the safety of all participants and volunteers.

Proceeds will benefit youth in the Michigan City area through the programs offered by the Michigan City Piranhas Swim Club.

We look forward to the return of the Tower Run and great partnership with the Michigan City Parks & Recreation Department and City of Michigan City. I have attached the map for your viewing and approval.

Michael Sewell, 402 Butler Street addressed the Board explaining the request; adding Park and Recreation has approved this request already.

Sgt. Darren Kaplan stated he has spoken with Capt. Steve Jesse about this request and he is ok with this event.

Vice-President Palmer made a motion to approve the 23rd Annual Tower Run held on Sunday, September 18, 2016 starting at 9:00 AM pending receipt of the Certificate of Insurance is received in the City Clerk's Office prior to the event. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

REQUEST TO HOLD EVENT – Advancing Christ's Kingdom Ministries is requesting to hold an outside service on Sunday, June 12, 2016 in their parking lot (Information purposes only)

The following Request was received in the City Clerk's Office on February 18, 2016 by Elder David McCray:

On 6/12/16, a Sunday, we would like to hold church services outside in our parking lot. We would construct a temporary stage structure from which live entertainment and teaching would be done. This would only be for the one day.

Discussion ensued between Vice-President Palmer and Elder David McCray about the time this event would start; with the Board being informed it would start at 10:00 AM till at the latest 3:00 PM.

Corporate Counsel Amber Lapaich just asked that Elder David McCray inform the Police Department of this event in case there were any traffic issues, and to remember the noise ordinances.

VENDOR LICENSE – Paul Alexander, Indiana Gas & Electric is requesting Canvasser/Peddler/Solicitor Vendor License

The following Correspondence was received in the City Clerk's Office on March 2, 2016 by Paul Alexander:

Type of Request: Canvasser/Peddler/Solicitor Vendor License.

Indiana Gas & Electric is an authorized supplier for NIPSCO. Due to deregulation we are able to offer all NIPSCO Gas customers a fixed rate on their supply charge versus the variable rate NIPSCO has using multiple suppliers and their rates.

Paul Alexander, Indiana Gas & Electric, 56211 Timothy Dr., New Carlisle, IN addressed the Board regarding the request asking for permission for the agents to go door to door to update NIPSCO customers on their supply charge. Mr. Alexander brought an example with him of what the agents would be wearing so they would be easily identified, adding also that all the agents have 180 hours of training and need to pass a background check if hired. Mr. Alexander further explained that the agents are not allowed to enter any home or they would be terminated and they are not allowed to accept any cash.

Discussion ensued between the Board and Mr. Alexander about how long this process would take place. Mr. Alexander stated he has applied for one (1) year but it would be until all the customers are updated.

Further discussion ensued between Corporate Counsel Amber Lapaich and Mr. Alexander about the license fee, employee badges, and when new employees are hired they would need to receive a badge as well as all the new employees information to be turned into the City for record.

Virginia Keating made a motion to approve the vendor license for Indiana Gas & Electric for the period of one (1) year; with work hours from 10:00 AM to 8:00 PM; in addition Mr. Alexander needs to go to Ms. Lapaich's office to sign a waiver and release, also to update information if new agents are hired and going to be participating in this area or leave this area. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

SOLICIATION OF BIDS – Bob Zondor, Superintendent Central Services is requesting the solicitation of bids for: One (1) New Tandem Dump Truck

The following Correspondence was received in the City Clerk's Office on February 29, 2016 from Bob Zondor, Superintendent Central Services:

The Michigan City Street department requests that you approve the solicitation of bids for:
Purchase of one (1) New Tandem Dump Truck
Detail specifications are attached.
We ask that this request be on the agenda at the first regularly scheduled meeting of the Board of Works in March, 2016.

Bob Zondor, Superintendent Central Services addressed the Board regarding the request; asking for approval to solicit bids. Mr. Zondor stated this is a 2016 Capital Project that was already approved by the City Council.

Vice-President Palmer made a motion to allow Mr. Zondor, Superintendent Central Services to solicit bids for one (1) New Tandem Dump Truck. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

SOLICIATION OF BIDS – Asst. Chief Tim Richardson, Chief of Operations, Michigan City Police Department is requesting the solicitation of bids for: seven (7) 2017 Ford Police Interceptor Utility Vehicles – AWD Ford Option Package (K8A) and One (1) 2016 or 2017 Ford Explorer XLT civilian model.

The following Correspondence was received in the City Clerk's Office on February 29, 2016 from Asst. Chief Tim Richardson:

The Michigan City Police Department respectfully requests that you approve the solicitation of bids for: seven (7) 2017 Ford Police Interceptor Utility Vehicles – AWD Ford Option Package (K8A) and One (1) 2016 or 2017 Ford Explorer XLT civilian model. Funding has been approved in the 2016 Police Department's Capital Funding. We ask that this request be placed on the agenda for your regularly scheduled meeting of the Board of Works on March 7, 2016.

Asst. Chief Tim Richardson, Chief of Operations, Michigan City Police Department addressed the Board regarding the request; asking for approval to solicit bids. Asst. Chief Richardson stated this will be funded through the Police Department's Capital Funding for 2016.

Virginia Keating made a motion to approve the solicitation of bids for seven (7) 2017 Ford Police Interceptor Utility Vehicles –AWD Ford Option Package and one (1) 2016 or 2017 Ford Explorer XLT civilian model subject to the approval of the specs and notice to bidders. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: (0). Motion Carries.**

Corporate Counsel Amber Lapaich stated that there will be ten (10) vehicles that will be quoted for trade-in and will be part of the bid specs.

POLICY RENEWAL – General Insurance – Employee Benefits Plan Renewal Policy term 04/01/2016 to 03/31/2017

Craig Menne, General Insurance Services addressed the Board regarding the Employee Benefits Plan Renewal Policy – Term 04/01/2016 to 03/31/2017 with Anthem Blue Cross and Blue Shield; explaining the policy and coverage changes along with the premium increase under the "Stop Loss" coverage with Anthem Optum; and asking the Board for their approval to renew the policy.

Discussion ensued between the Board, Craig Menne and Corporate Counsel Amber Lapaich about the increase in premiums and if the Controller's office was aware of this. Corporate Counsel Amber Lapaich stated there was a meeting a few weeks ago and yes the Controller's office was aware.

Vice-President Palmer made a motion to accept the proposal from General Insurance of Alternate 1 with Anthem Optum which will increase the aggregate specific for a total of annual fix cost of \$971,851.00. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

POLICY RENEWAL – General Insurance – Commercial Property and Casualty Renewal Policy term 03/01/2016 to 03/01/2017

Charles Keene, General Insurance Services addressed the Board regarding the Commercial Property and Casualty Renewal Policy term 03/01/2016 to 03/01/2017 with Travelers; explaining the policy and its coverage; asking the Board for their approval.

Vice-President Palmer made a motion to renew the Commercial Property and Casualty Insurance Policy with General Insurance Services for 2016 with Travelers Insurance for the term of 03/01/2016 to 03/01/2017 in the amount of \$583,033.00 as well as an additional

CYBER Liability option policy term to be the same with an additional annual premium of \$9,184.00. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

CONTRACT – Contract between Global Engineering and the City of Michigan City for construction inspection for the INDOT sponsored sign replacement project

Charles “Spike” Peller, City Engineer addressed the Board explaining the contract for the INDOT sign replacement project; further explaining the invoices will be paid for out of the Streets and Alleys Appropriation; and asked the Board for their approval and signatures.

Virginia Keating made a motion to approve the contract between Global Engineering and the City of Michigan City for construction inspection for the INDOT sponsored sign replacement project which will be paid by the Streets and Alleys Appropriation and the Board would not only need to approve this but need to sign the contract. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

STREET LIGHT REMOVAL – Charles “Spike” Peller, City Engineer requests approval for the removal of NIPSCO street lights

Charles “Spike” Peller, City Engineer addressed the Board explaining that the city has been placing new decorative lighting along 11th Street from Wabash Street to Pine Street and is requesting the NIPSCO street lights be removed from that area.

Virginia Keating made a motion to approve the removal of NIPSCO street lights in the area of 11th Street from Wabash Street to Pine Street. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

Vice-President Palmer inquired about some of the streets lights along Franklin Street that could possibly be removed south of the railroad tracks.

APPROVAL OF SIGN PLACEMENT – Charles “Spike” Peller, City Engineer requests approval for the placement of an additional “5 ton limit” sign at the northwest corner of Fairfield Avenue and Thomas Street

Charles “Spike” Peller, City Peller addressed the Board explaining the request for placement of one (1) “5 ton limit” sign.

Virginia Keating made a motion to approve the placement of a “5 ton limit” sign on the northwest corner of Fairfield Avenue and Thomas Street. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0). Motion Carries.**

ADVERTISEMENT – Charles “Spike” Peller, City Engineer requests approval for advertisement to upgrade existing ADA ramps along Franklin Street from Valentine Court to 11th Street

Charles “Spike” Peller, City Engineer addressed the Board explaining the request that will upgrade the existing ADA ramps along Franklin Street from Valentine Court to 11th Street; further explaining funding will come from the Streets and Alleys appropriation.

Virginia Keating made a motion to approve the advertisement for the upgrade of the existing ADA ramps along Franklin Street from Valentine Court to 11th Street subject to review of the agreement by the City Attorney. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0).** Motion Carries.

CLAIMS AND PAYROLL

Vice-President Palmer moved that the claims set forth in the Register of Claims (in possession of the City Controller) and appearing in the Register be severally allowed and ordered paid and proper warrants for payment thereof hereby ordered issued in the stated amounts to person(s) and/or firm(s) as set forth, and payrolls approved. The motion was seconded by Virginia Keating and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: None (0).** Motion carries.

The Board signed: Payroll items in Register of Claims for informational purposes (which Register is in the possession of the City Controller) as follows:

Page	Date	Amount
1 of 6	02/19/2016	\$391,054.46
1 of 3	03/01/2016	\$208,749.61
1 of 7	03/04/2016	\$394,132.57

Allowance of claims as set forth in the Register of Claims for the Board of Public Works and Safety and the Department of Redevelopment (which Register is in the possession of the City Controller) as follows:

Page	Date	Amount
1 of 5	03/03/2016	\$1,371,538.35
1 of 1	02/19/2016	\$467,547.00
1 of 1	03/03/2016	\$548,823.35
1 of 1	03/03/2016	\$36,614.81

UNFINISHED BUSINESS

President Janus stated there were no Pending Items on the Pending Items list at this time.

PUBLIC COMMENTS

President Janus asked if there were any comments from the public. There was no response.

BOARD COMMENTS

President Janus asked when the 2-Way Street Conversion would take place. No one from the Planning Department was present to address this matter.

Discussion ensued between the Board and Russ Hatfield about the 2015 Demolitions being completed, and when will the Board receive a list for 2016 Demolitions.

ADJOURNMENT

President Janus inquired whether there was anything else to be considered by the Board at this time and, there being none, declared the meeting ADJOURNED (approximately 10:11 am). Virginia Keating made the motion to adjourn. The motion was seconded by Vice-President Palmer and carried as follows: **AYES: MEMBERS Janus, Palmer and Keating (3). NAYS: (0). Motion Carries.**

Gale A. Neulieb, City Clerk