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CITY OF MICHIGAN CITY

# REGULAR HYBRID/ZOOM MEETING –

## November 7, 2022

The Board of Public Works and Safety of the City of Michigan City, Indiana, met in REGULAR SESSION on Monday morning, November 7, 2022, at the hour of 8:30 a.m., hosted by “Hybrid/Zoom” and streaming live on “My Michigan City” Facebook page.

The meeting was called to order by President, Virginia Keating, who presided.

Noted present in person: Virginia Keating, Michael Vinson, and Mayor Parry (3), Absent: None (0).

**A QUORUM WAS NOTED PRESENT.**

Also noted in attendance:

Brad Minnick, City Engineer

Andrew White, Alco TV

Chris Yagelski, Mayor’s Administrator

Skylar York, Director of Planning

Steve Hahn, Vector Control Officer

Doug Legault, Fire Department Chief

Shannan Eason, Assistant Park Superintendent

Christine Vanderborg, Code Enforcement Inspector

Terry Greetham, Special Events Director

James Meyer, Attorney

Yvonne Hoffmaster, Controller

Ta-Tanesha George, Personnel Director

Steve Stanford, Sanitation Department Operation Manager

Stacy Dudley, Deputy City Clerk and Amanda Pickens, Asst. Deputy Clerk.

### APPROVAL OF MINUTES

President Keating asked if there were any corrections to the minutes of the Regular “Hybrid/Zoom” meeting of October 17, 2022, and Special “Hybrid/Zoom” meeting October 24, 2022.

Mayor Parry made a motion to approve the minutes as read of the Regular “Hybrid/Zoom” meeting of October 17, 2022 and Special “Hybrid/Zoom” meeting October 24, 2022; seconded by Vice President Vinson approved by the following vote: **AYES:** Board of Public Works and Safety members, Mayor Parry, Vinson, and Keating (3). **NAYS:** None (0). Motion Carries.

President Keating read the following request.

**Professional Service Agreement- Contract between the City of Michigan City and LaPorte Hospital Occupational Health Services, LLC. for the Employee Health and Wellness Center effective December 1, 2022**

Jim Meyer, Attorney, addressed the Board stating this is the same contract as before except the 10% savings is not there for the City which was only for the first intro year. LaPorte Northwest and HealthLinc have partnered together providing a 343B drug program, which allows prescriptions to be sold at a substantially lower cost saving the City money.

Craig Menne, President of General Insurance Services addressed the Board presenting a contract analysis between Northwest Health Wellness Center and the City of Michigan City explaining in detail the cost, projections, and differences for the City.

Further conversation ensued between Mr. Menne and the Board.

President Keating asked if there were any comments from the Public, there was no response.

President Keating asked if the Board had any questions or comments.

Mayor Parry stated he received good feedback from many Michigan City employees as this program is just getting started and the City is not losing money.

Mayor Parry made a motion to approve the Contract between the City of Michigan City and LaPorte Hospital Occupational Health Services, LLC. for the Employee Health and Wellness Center effective December 1, 2022, Vice President Vinson second and carried by the following vote: **AYES:** BOW members Parry, Vinson, and Keating (3) **NAYS** (0) **Motion carries.**

President Keating read the following item on the agenda.

**Request For Signage – Dolly Vincent, 9565 W. Pahs Road is requesting a “Deer Crossing” sign to be placed on Cleveland Avenue between U.S. 20 and 400 North.**

Dolly Vincent 9565 W. Pahs Road, addressed the Board asking for signs to be placed on Cleveland Avenue by U.S 20 and 400 North as there are many deer’s out that way. In August she had an encounter with a deer that cost her insurance over \$10,000 and two (2) months of not having a vehicle, lots of people speed down Cleveland not paying attention she is afraid someone could be killed if the signs are present this may help people slow down and pay attention.

President Keating asked if there were any other comments from the Public, there was no response.

President Keating asked if the Board had any questions or comments.

Mayor Parry stated Mrs. Vincent’s property is beautiful and well maintained, there is a lot of deer around that area so this would be a good spot for signage.

President Keating stated that Captain Loniewski notified her of his recommendation to approve the “Deer Crossing” signs.

Vice President Vinson made a motion to approve a “Deer Crossing” sign to be placed on Cleveland Avenue between U.S. 20 and 400 North., second by Mayor Parry and carried by the following vote: **AYES:** BOW members Parry, Vinson, and Keating (3) **NAYS** (0) **Motion carries.**

President Keating read the next item on the agenda.

**Opening Of Bids – Bids received for the Sale of City Property (Grant Street), Parcel # 46-01-29-351-003.000-022.**

Stacy Dudley Deputy Clerk, open and read the Bid from Carrie McGinty in the amount of \$2,400.

President Keating asked if there was anyone present who wished to tender a bid, there was no response.

President Keating stated the Bids are closed.

President Keating asked if there were any comments from the Public, there was no response.

President Keating asked if the Board had any questions or comments, there was no response.

Vice President Vinson made a motion approve the Bid of \$2,400.00 from Carrie McGinty, second by Mayor Parry and carried by the following vote: AYES: BOW members Parry, Vinson, Keating (3) NAYS (0) Motion carries.

President Keating read the next item on the agenda.

**Retirement- Chief Steven Forker, Michigan City Police Department is announcing the retirement of Officer Dion Campbell with over 23 years on the department effective October 21, 2022. (For information only)**

President Keating and the Board wished Officer Campbell good luck, thanking him for his services.

President Keating read the following request on the agenda.

**Request For Signage – Dion Bergeron, 1018 Providence Street is requesting a “Reduce Speed Limit” sign or a “Speed Striping” to be placed on Providence Street as cars drive in excess of 60 mph.**

Dion Bergeron 1018 Providence Street addressed the Board stating there was a temporary speed radar sign placed on Providence Street, but as soon as the sign was removed people were speeding again. There are no speed limit signs on either Providence or Salem Street, he is requesting a speed limit signs to be placed.

President Keating stated Captain Loniewski’s suggestion is a “20 MPH” sign be placed since it is too late in the year to install speed bumps.

President Keating asked if there were any Public comments, there was no response.

President Keating asked if there were any Board comments, there was no response.

Vice President Vinson made a motion for “20 MPH” speed limit sign to be installed Providence Street, second by Mayor Parry and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

President Keating read the following request on the agenda.

**Vehicle Lease Request – Cranston Harris, Superintendent of Central Maintenance, is requesting to lease a 2022 Dodge Ram 1500 Truck from LaPorte Chrysler for a three (3) year term in the amount of \$539.87 per month for a total of \$30,413.17.**

President Keating asked if there were any Public comments, there was no response.

President Keating asked if there were any Board comments.

Mayor Parry stated Mr. Harris's vehicle gets him from point A to B, but in terms of utility it needs to be replaced.

Vice President Vinson made a motion to approve to lease a 2022 Dodge Ram 1500 Truck from LaPorte Chrysler for a three (3) year term in the amount of \$539.87 per month for a total of \$30,413.17, second by Mayor Parry and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

President Keating read the following request on the agenda.

**Request For Uniform Change – Chief Doug Legault, Michigan City Fire Department is requesting permission to allow Firefighters to wear the November promotional shirts (Movember shirts) from November 1, 2022, through November 20, 2022, as part of their uniform promoting men's health.**

Chief Legault Michigan City Fire Department addressed the Board stating this is our annual Men's Health Awareness shirts that we would like to have the firefighters wear during the month of November, the department calls it "Movember".

President Keating asked if there were any Public comments, there was no response.

President Keating asked if there were any Board comments, there was no response.

Vice President Vinson made a motion to approve the request for the Firefighters to wear the November promotional shirts (Movember shirts) from November 1, 2022, through November 20, 2022, as part of their uniform promoting men's health, second by Mayor Parry and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

President Keating read the following request on the agenda.

**Request To Hang Banners – Shannon Eason, Assistant Park Superintendent is requesting on behalf of The Barker Welfare Foundation the placement of twenty- two (22) banners throughout the downtown Art District to be installed by Marquiss Electric.**

Shannon Eason Assistant Park Superintendent stated that after speaking with Barker Mansion they put in the request to put up 22 banners on our street polls downtown, ten (10) are holiday banners for the special holiday programs which the facility will hold and the other

dozen banners will need to be moved to other polls which will be completed by Marquiss Electric, this will fill up the empty polls with no cost to the City.

Andy Skwiat Marquiss Electric addressed the Board stating the banners would be installed when the foundation has them ready and we will move them to the appropriate location.

President Keating asked if there were any Public comments.

Tommy Kulavik 1360 Ohio Street, stated to the Board he feels this is a bad idea with the upcoming weather.

President Keating asked if there were any Board comments, there was no response

Mayor Parry made a motion to approve the request from the Barker Welfare Foundation for the placement of twenty-two (22) banners throughout the downtown Art District to be installed by Marquiss Electric, second by Vice President Vinson and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

President Keating read the following request on the agenda.

**Request To Solicit Bids/ Approval of Lease – Chief Doug Legault, Michigan City Fire Department is requesting to solicit bids to lease a 2023 Brush Truck.**

Chief Legault Michigan City Fire Department addressed the Board explaining the cost of the Brush Truck was already in the Fire Department Budget for 2022 but was unable to receive any information as Ford was not taking or placing orders until October 2022.

Further conversation ensued between Chief Legault and the Board on what the truck would be replacing and what the truck would be used for.

President Keating asked if there were any Public comments, there was no response.

President Keating asked if there were any Board comments, there was no response.

Vice President Vinson made a motion to approve the solicitation of bids to purchase a 2023 Brush Truck, second by Mayor Parry and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

President Keating stated that this matter will be revisited on December 5, 2022 for the opening of the bids.

President Keating read the following request on the agenda.

**Request For Street Closure – Justin Post, Michigan City Mainstreet Association is requesting a street closure at 7<sup>th</sup> Street from Pine to Washington Street and Franklin Street from 6<sup>th</sup> to 8<sup>th</sup> Street for the annual Shelf Ice Brewfest on Thursday February 23, 2023, from 8:00 a.m. till Sunday, February 26, 2023, at 12:00 p.m.**

Justin Post Michigan City Mainstreet Association addressed the Board stating that this is an annual event and Thursday February 23, 2023, will just be 7<sup>th</sup> Street shut down not Franklin Street which is for set up purposes only.

Further conversation ensued between Mr. Post and the Board regarding the vendors, cleaning up after the event and to be mindful of the church.

President Keating asked if there were any Public comments, there was no response.

President Keating asked if there were any Board comments, there was no response.

Vice President Vinson made a motion to approve the Michigan City Mainstreet Association street closure at 7th Street from Pine to Washington Street and Franklin Street from 6th to 8th Street for the annual Shelf Ice Brewfest on Thursday February 23, 2023, from 8:00 a.m. till Sunday, February 26, 2023, at 12:00 p.m., second by Mayor Parry and was carried by the following vote: **AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.**

President Keating read the following request on the agenda.

**Update To Job Descriptions – Ta-Tanesha George, Human Resource Director, is requesting to update the following job descriptions**

- **Special Events Director**
- **Assistant Controller/ Grant Administrator**
- **2<sup>nd</sup> Assistant Controller/ Office Manager**
- **Assistant Transit Director**

Ta-Tanesha George addressed the Board stating this is just updating the job descriptions, changes in positions and cleaning up the verbiage.

President Keating asked if there were any Public comments, there was no response.

President Keating asked if there were any Board comments.

Mayor Parry stated he has been involved in the discussion of the changes to these positions as Michigan City grows our Government grows with more sophistication, the changes are necessary to provide the service the public deserves.

Vice President Vinson made a motion to approve update the following job descriptions

•Special Events Director •Assistant Controller/ Grant Administrator •2nd Assistant Controller/ Office Manager •Assistant Transit Director., second by Mayor Parry and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

President Keating read the following request on the agenda.

**Request For Street Closure – Steve Stanford, Sanitation Department Operational Manager is requesting a street closure on the east bound lane of East 8th Street and northeast of Michigan Boulevard for routine Sanitary Maintenance.**

Steve Stanford Operations Manager Sanitary Department addressed the Board stating this is a necessary maintenance for the sewer system and no detour is necessary.

President Keating asked if there were any Public comments, there was no response.

President Keating asked if there were any Board comments, there was no response.

Vice President Vinson made a motion to approve a street closure on the east bound lane of East 8th Street and northeast of Michigan Boulevard for routine Sanitary Maintenance, second by Mayor Parry carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

President Keating read the following request on the agenda.

**Formal Public Hearing – Demolition hearing of 422 Hayes Street, Terrance Collins.**

President Keating asked if there was anyone present who wished to testify in this matter.

President Keating noted that the owner of record, Terrance Collins, failed to appear and that being the case that the hearing would proceed in his absence.

President Keating called the hearing to order, swearing in Christine Vanderborg, Code Enforcement Officer.

Christine Vanderborg presented the Board with a packet including evidence as to why this property needs to be demolished, photos, returned certified letters and a copy of the affidavit of the publication in the Herald-Dispatch dated October 14, 2022.

President Keating asked if the Board wished to ask any questions of the witness.

Mayor Parry asked is there a way the City can get compensation back.

Christine Vanderborg responded that the City can put a lien on the property.

President Keating asked if the Board was ready to render its decision at this time and if so she would entertain a motion to either affirm the order, modify the order or deny the order.

Vice President Vinson made a motion to affirm the order of demolition, second by Mayor Parry and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

**Formal Public Hearing – Demolition hearing of 614 Ridgeland Avenue, Lewis Delarmond**

President Keating asked if there was anyone present who wished to testify in the matter.

President Keating noted that the owner of record, Lewis Delarmond, failed to appear and that being the case that the hearing would proceed in his absence.

President Keating called the hearing to order and swore in Christine Vanderborg, Code Inspection Officer.

Christine Vanderborg presented the Board with a packet including evidence as to why this property needs to be demolished, photos, returned certified letters and a copy of the affidavit of the publication in the Herald-Dispatch dated October 14, 2022.

President Keating asked if the Board wished to ask any questions of the witness. President Keating asked if the Board was ready to render its decision at this time and if so she would entertain a motion to either affirm the order, modify the order or deny the order.

Mayor Parry made a motion to affirm the order of demolition., second by Vice President Vinson and was carried by the following vote: AYES: BOW members Parry, Vinson, and Keating (3) NAYS (0) Motion carries.

**CLAIMS AND PAYROLL**

President Keating read the following payroll dockets from October 21,2022, and November 4, 2022, and the BOW Claim Docket for November 7, 2022:

<b>PAYROLL DOCKET</b>	<b><u>October 21, 2022</u></b>		
	City Payroll	\$	637,565.64
	<b><u>November 4, 2022</u></b>		
	City Payroll	\$	649,916.38

<b>CLAIMS DOCKET</b>	<b><u>November 7, 2022</u></b>
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Municipal	\$	1,650,325.33
Health & Life Ins. Fund	\$	451,990.39
Special Events Fund	\$	7,090.92
Workers Comp Trust EFT	\$	57,060.22

**Total Claims: \$ 2,166,466.86**

Vice President Vinson made a motion to approve the City Payroll Docket as read and the Claims Docket for the amount stated, second by Mayor Parry and carried as follows **AYES:** BOW members Parry, Vinson, and Keating (3). **NAYS:** None (0). **Motion Carries.**

**UNFINISHED BUSINESS**

President Keating stated the first item on the pending items/unfinished business list is Brett Antisdell, CYB Real Estate LLC, is requesting a hearing to appeal Vector Control Parcel number 46012518000200022.

President Keating stated the Board is ready to render the decision, asking if the Board has a motion to affirm or deny the order.

Vice President Vinson stated passing by this property daily, the property is bounded one (1) side by a street two (2) sides by vacant wooded area and on the other side a well-manicured rental home. The parcel we are deciding on, he further explained that he is looking forward to seeing what vegetation, flowers and wildlife will appear in the Spring. His motion is to deny the code enforcement.

President Keating asked for a second motion, there was no response.

President Keating stated motion failed due to lack of a second motion is denied, she made a motion to render the decision that the party is in violation of section 102-1 Municipal Code and affirm order.

Mayor Parry seconded the motion that the party is in violation of section 102-1 Municipal Code and affirm order.

Mayor Parry made a motion that the party is in violation of section 102-1 Municipal Code and to affirm the violation order, second by President Keating and carried as follows **AYES:** BOW members Parry and Keating (2). **NAYS:** Vice President Vinson (1). **Motion Carries.**

President Keating stated the next item on the pending items/unfinished business list is Kathy Stransky 223 E. Barker Avenue requesting a streetlight.

Brad Minnick Primera Engineers addressed the Board stating he just received an update from NIPSCO the light should be installed tomorrow no later than Wednesday of this week. his recommendation is to leave it on the pending item's list till the BOW meeting on November 21, 2022.

President Keating stated the next item on the pending items/unfinished business list is Daniel Radtke 508 E 2<sup>nd</sup> Street requesting a Street Enchantment.

Brad Minnick Primera Engineers, addressed the Board stating he spoke with Steve Stanford with the Sanitation Department regarding this matter he agreed to add this to his list of projects which will carry him through the end of next year

Mayor Parry asked Brad if he will get this accomplished next year.

Brad Minnick responded to Mayor Parry stating Steve Stanford has four (4) projects on the list comparable in size with a grant for the next calendar year.

Vice President Vinson stated the list from the Sanitation Department is not written in stone as items tend to move around, there may be a project that pops up that may be more important than the Second street project, he would like to keep this on the pending items list until 3<sup>rd</sup> quarter of next year.

President Keating stated to keep it on the pending items list and revisit in October of 2023.

President Keating stated the next item on the pending items/unfinished business list is Tommy Kulavik 1316 Ohio Street requesting to restripe Ohio Street from 11<sup>th</sup> Street to Garfield Street.

Brad Minnick Primera Engineers addressed the Board stating he does not have any further updates from John Doyle.

President Keating stated we will leave this on the pending items list till our meeting on November 21, 2022.

President Keating stated the next item on the pending items/unfinished business list is Dave Beila 3044 Ohio Street addressed concerns with the drainage issues in the 3<sup>rd</sup> Ward.

President Keating to keep this item on the pending list until November 21, 2022.

President Keating stated the next item on the pending items/unfinished business list is Councilman Don Przybylinski addressed his concern regarding the purple lights on Franklin Street and Cleveland Avenue.

President Keating stated at the last Boards of Works meetings the Board learned there was a contract entered by the City Council, the Board of Works was not party to the contract, and this precludes the Board's interference in this contract, her motion is to remove from the pending items list and refer back to the City Council and their attorney for their resolution in this matter.

Chris Yagelski Mayor Administrator addressed the Board with an update stating there was a meeting held with the Mayor, Councilman Don Przybylinski, and the senior project manager of ESG, he will be looking into a manufacture warranty which will be discussed with Mr. Harris and Attorney Lapaich-Stalbrink.

President Keating made a motion to remove from the pending items list and refer it back to the City Council., second by Mayor Parry and carried as follows AYES: BOW members Parry Vice President Vinson and Keating (3). NAYS: (0). Motion Carries.

Brad Minnick, Primera Engineers, LTD is requesting a fee proposal for Woodland Ave. Crash Analysis.

Brad Minnick Primera Engineers addressed the Board stating he is waiting on a quote from a subcontractor in order to put together the most cost-efficient package for the City, he would ask to keep on the list till the next meeting.

President Keating stated we will leave this on the pending items list till our meeting on November 21, 2022.

President Keating stated the next item on the pending items/unfinished business list is Rodney McCormick requesting for cameras and security lights in neighborhoods (11<sup>th</sup>, 10<sup>th</sup>, and York Streets) for safety.

President Keating stated we will leave this on the pending items list till our meeting on November 21, 2022.

**PUBLIC COMMENT**

**NOTE: Public Comment is limited to three (3) minutes. All comments are addressed to the Board President not to the individual Board members. All comments must be germane to and within the mandate authority of this Board.**

President Keating asked if there were any Public comments,

Tommy Kulavik 1316 Ohio Street addressed the Board stating that by ordinance any company that has plumbers, H-vac, electricians must have the name of the business, city, and phone numbers on the side of their vehicles. He wants to wish the Mayor and all veterans a Happy Veterans Days and is looking forward to the Ceremony and Greenwood Cemetery and Swan Lake Memorial Gardens for the dedication if the Veterans Memorial statues.

**BOARD COMMENT**

President Keating asked if there were any Board comments, there was no response

**ADJOURNMENT**

The presiding officer inquired whether there was anything else to be considered by the Board at this time and, there being none, asked for a motion to **ADJOURN** the meeting at approximately 9:38 a.m. Vice President Vinson made the motion to Adjourn. The motion was seconded by Mayor Parry. **AYES:** Board of Public Works and Safety members Keating, Vinson, and Parry (3). **NAYS:** None (0). **Motion Carries.**

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Gale A. Neulieb, City Clerk