

REGULAR HYBRID/ZOOM MEETING - July 17, 2023

The Board of Public Works and Safety of the City of Michigan City, Indiana, met in REGULAR SESSION on Tuesday, July 17, 2023, at 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:

Amber Lapaich Stalbrink, Corporate Counsel
Andrew White, Alco TV
Chris Yagelski, Mayor's Administrator
Skyler York, City Planner
Ed Shinn, Park Superintendent
Brad Minnick, Interim City Engineer
Terry Greetham, Events Director
Eric Williams, Assistant Event Director
Kyle Petter, Assistant Planning Director
Diane Gonzales, Human Rights Director
Yvonne Hoffmaster, Controller
Andrew Matanic, IT Director
Marty Corley, MCPD Chief of Operations
Steve Stanford, Director of Sanitation

Stacy Dudley, Deputy Clerk
Amanda Pickens, Assistant Deputy Clerk

APPROVAL OF MINUTES

President Keating asked if there were any corrections to the minutes of the Regular "Hybrid/Zoom" meeting of July 3, 2023, there was no response.

Vice President Vinson made a motion to approve the minutes as read of the Regular "Hybrid/Zoom" meeting of July 3, 2023; seconded by Mayor Parry and was approved by the following vote: **AYES:** Board members, Mayor, Vinson, and Keating (3). **NAYS:** None (0). Motion Carries.

President Keating read the following item on the agenda.

REQUEST TO PURCHASE CITY OWNED PROPERTY - Attorney Barry McDonald representing Indiana Invesco, LLC to purchase a vacant property owned by the City of Michigan City on Wildrose Drive Parcel #46-01-13-233-022.000-022

Attorney McDonald addressed the board stating he is here today representing his client, Indiana Invesco, LLC for the property located on the Southside of Wildrose Drive North of Grand Beach Road that is a flood plain also encumbered by wetlands as Indiana Invesco owns both parcels on either side of this property as well as other parcels in the neighborhood.

City Attorney Lapaich Stalbrink addressed the board suggesting that this matter be tabled until the next meeting because she is still waiting on responses from City Department Heads.

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 Indiana Invesco owns a lot of property from El Portal back and the City should have this appraised as the value on this property will go up.

Vice President Vinson made a motion to table the purchase of the vacant property owned by the City of Michigan City on Wildrose Drive Parcel #46-01-13-233-022.000-022 until the August 21, 2023 meeting, second by Mayor Parry and the motion carried by the following vote: **AYES**: BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries**.

President Keating read the following item on the agenda.

MEMORANDUM OF UNDERSTANDING - An MOU between the City of Michigan City, Indiana and the LaPorte County Convention and Visitors Bureau to hold the Great Lakes Grand Prix "Block Party" on Saturday August 5, 2023 .

Terry Greetham Special Events Director addressed the board stating the MOU outlines what the City and LaPorte County Convention and Visitors Bureau are responsible for as the board has already approved the street closure for this event and is the same as last year.

City Attorney Lapaich Stalbrink addressed the board stating she has reviewed this, and it is similar to last year.

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 made a motion to approve the MOU between the City of Michigan City, Indiana and the LaPorte County Convention and Visitors Bureau to hold the Great Lakes Grand Prix "Block Party" on Saturday August 5, 2023; second by Vice President Vinson and the motion carried by the following vote: **AYES**: BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries**.

President Keating read the following item on the agenda

REQUEST FOR VERTICAL DRILLING - Conley Phifer, Jones Petre Rafinski, is requesting to install two (2) flush mounted groundwater monitoring wells within the pull in parking spaces along the northside of 8th Street between Wabash (west) and existing alley(east) on Monday, August 21, 2023 from 7:00 a.m.- 4:00 p.m. and returning on Wednesday August 23, 2023 to perform samples.

Brad Minnick Haas & Associates, LLC., stated he has not reviewed this request.

City Attorney Lapaich Stalbrink stated that she reviewed this request with the Planning Director Skyler York and this request has nothing to do with Planning, it is a private landowner asking permission. The company will need to provide an updated COI with a pollution liability component as they will be vertically drilling as well as comply with the response letter from the Sanitary Department which they will need to review before starting this project.

Steve Stanford Sanitation Director addressed the board stating he wants to make sure the company does not hit the City sewer line which goes through the area they proposed to drill, they will need to stay 5 ft north or 5 ft south of our line.

President Keating asked Steve Stanford if he would meet with the company, so they have a clear understanding.

Steve Stanford replied Yes, and they will also mark the sewer for them.

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

President Keating asked if the board had any comments.

City Attorney Lapaich Stalbrink asked to table this until the next meeting for an appearance by the company.

Mayor Parry made a motion to table the request to install two (2) flush mounted groundwater monitoring wells within the pull - in parking spaces along the Northside of 8th Street between Wabash (west) and existing alley(east) on Monday, August 21, 2023 from 7:00 a.m.- 4:00 p.m. and returning on Wednesday August 23, 2023 to perform samples until the August 7, 2023 meeting; second by Vice President Vinson and the motion carried by the following vote: **AYES**: BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries.**

President Keating read the following item on the agenda.

REPLACEMENT OF LED SIGNS - Brad Minnick Haas & Associates, LLC. is approval for six (6) LED stop signs replacements located at 6th & Pine (Southbound), 6th & Pine (Northbound), 7th & Washington (Northbound) and 5th & Washington (Southbound) and Marquette High School East and West in the amount of \$22,910.00.

President Keating stated for the record the funds are available in the operating budget of the Local Road and Street Fund.

Brad Minnick Haas & Associates addressed the board stating earlier this year maintenance was performed by Marquis Electric who checked the batteries in all 27 flashing LED stop signs across the City and came across the 6 listed that need to be replaced. Further conversation ensued between Vice President Vinson, President Keating, and Brad Minnick regarding money for replacement batteries and the cost of the lighted LED signs and placements of these signs around the City.

Mayor Parry stated this item is becoming part of a bigger item for public safety and automobile traffic within the City and speed is becoming a big issue that we need to focus on the solar top signs and traffic lights in the neighborhoods throughout the City.

Vice President Vinson made a motion to approve the six (6) LED stop signs replacements located at 6th & Pine (Southbound), 6th & Pine (Northbound), 7th & Washington (Northbound) and 5th & Washington (Southbound) and Marquette High School East and West in the amount of \$22,910.00; second by Mayor Parry and the motion carried by the following vote: **AYES**: BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries.**

President Keating read the following item on the agenda

APPLICATION FOR VENDOR LICENSE - Shalaywa Murphy, Lee & Murphy Snowcones, is requesting a vendor license to have a snowcone stand set up at Washington Park Beach from August 1, 2023- August 1,2024 starting at 8:00 a.m. - 10:00 p.m. daily.

Ed Shinn, Park Director, addressed the board stating Lee and Murphy Snow Cones are not prepared with their presentation to come before the Park Department Board for approval as the Health Department will not issue a permit for a cart vendor in the City or County unless it is an event, and the Park Department will not approve without the Health Department permit.

President Keating asked if there were any comments from the public.

Rodney McCormick 617 Union Street stated this company does a great job in our City and the board should table this so they can come to the board to speak before denying this request.

City Attorney Lapaich Stalbrink stated she agrees with tabling this as they are not prepared to move forward at this time.

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

Vice President Vinson asked what the difference between tabling this or denying until everything is in order and resubmit the request.

City Attorney Lapaich Stalbrink stated that is up to the Board to decide.

Mayor Parry made a motion to table the vendor license to have a snowcone stand set up at Washington Park Beach from August 1, 2023- August 1, 2024 starting at 8:00 a.m. - 10:00 p.m. daily for approval by the Park Board until the August 7, 2023 meeting, second by Vice President Vinson and the motion carried by the following vote: **AYES**: BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries**.

President Keating read the following item on the agenda.

AWARDING OF QUOTES - Andrew Matanic, IT Director, will be awarding the quotes for the camera upgrades to Central Services and Central Maintenance Departments

Andrew Matanic, IT Director addressed the board stating we received three (3) quotes that we were opened at the last Board of Works meeting selecting ESI as all contracts are signed and had a completed packet.

President Keating stated the bid is for \$63,534.10.

City Attorney Lapaich Stalbrink, that amount is correct and agrees with Andy as ESI followed all the instructions and the other two companies wanted to negotiate.

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 to approve the awarding of quotes for the camera upgrades to Central Services and Central Maintenance Departments to ESI in the amount of \$63,534.10, second by Mayor Parry and the motion carried by the following vote: **AYES**: BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries**.

President Keating read the following item on the agenda.

REQUEST TO SOLICIT BIDS - Marty Corley, Assistant Chief of MCPD, is requesting to solicit bids for the leasing of ten (10) 2023 Police Vehicles that will be used by the service division to replace the leased vehicles that will expire; seven (7) Dodge Chargers and three (3) Dodge Durango 's.

Marty Corley Chief of Operations MCPD, stated he is here for permission to solicit bids as the current 2-year leases are up in September and get new leases for seven (7) dodge charges and three (3) Dodge Durango's for their evidence tech's as they have more equipment to carry around.

City Attorney Lapaich Stalbrink stated we are not looking to renew the current leases; we want a brand-new lease's for 2023 vehicles.

President Keating stated for the records the Controller's office has submitted proof of funding in the operating budget of the Riverboat.

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

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

Vice President Vinson asked will they receive a trade- in for turning in the leases and receiving the leases?

Marty Corley stated yes, these are service vehicles as they have limited equipment most dealership normally have these vehicles on hand.

President Keating asked when the bids are due back.

Marty Corley, stated the bids are due back August 21 ,2023.

Mayor Parry asked is there an option to purchase these vehicles at a low price?

Mary Corley responded, the buyout per vehicle is in the \$20,000.00 range and the department did not budget enough to do the buyout.

Mayor Parry made a motion to approve to solicit bids for the leasing of ten (10) 2023 Police Vehicles that will be used by the service division to replace the leased vehicles that will expire; seven (7) Dodge Chargers and three (3) Dodge Durango's, second by Vice President Vinson and the motion carried by the following vote: **AYES**: BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries.**

President Keating read the following item on the agenda
Street Closure Request - LaShonda Hawkins, High Praise Ministry is requesting approval to close the alley behind the church property for their annual church picnic and revival on Sunda y July 23, at 5:00 p.m. - 10:00 p.m. and Monday at 7:00 p.m. -10:00 p.m.

Pastor Blakely, High Praise Ministries, addressed the board stating he is here asking permission to block off the alley behind the church property for the picnic on Sunday July 23, 2023 followed by a church revival Sunday evening starting at 5:00 p.m. and Monday evening starting at 7:00 p.m. but both events will be completed by 10:00 p.m.

City Attorney Lapaich Stalbrink stated the street closure form was not filled out just the request to have the event.

Deputy Clerk Dudley stated when she spoke with Mrs. Hawkins, she did state they would not be closing off anything but was more concerned with the timing and the noise.

LeShonda Hawkins, High Praise Ministries, stated she is more than willing to fill out and submit the form after discussion with the pastor they are concerned for the safety of people as cars do fly down the alley and this would be taking place at night and will also be providing the COI as she receives it.

City Attorney Lapaich Stalbrink stated due to timing the board does not have jurisdiction over the noise component as they will work with the MCPD, we need the street closure form and insurance, so the other departments are aware and have no objections to this closure.

Skyler York, Planning Director, this is an annual event they keep it all on their property, there is no objection from the Planning Department.

Marty Corley, MCPD, stated there are no objections to this event and MCPD will help block the alley with extra patrols.

Mayor Parry asked about the 11:30 p.m. late night noise, has the event run that late?

Pastor Blakey stated this is the first time for a church tent revival and is expected to be done by 10:00 p.m.

President Keating stated are you amending the original request to 10:00 p.m. and not 11:30 p.m.?

Pastor Blakey responded, Yes.

President Keating asked if there were any comments from the public,

Rodney McCormick, 617 Union Street addressed the board stating this is a feel-good event and brings back hope, promise, and improvements especially with what the neighborhood has been dealing with currently.

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

Vice President Vinson made a motion to approve to close the alley behind the church property for their annual church picnic and revival on Sunday July 23, at 5:00 p.m. - 10:00 p.m. and Monday at 7:00 p.m. -10:00 p.m. pending the submitted form and COI., second by Mayor Parry and the motion carried by the following vote: **AYES:** BOW members Mayor, Vinson, and Keating (3) **NAYS** (0) **Motion carries.**

CLAIMS AND PAYROLL

President Keating read the BOW Claim Docket for July 17, 2023:

PAYROLL DOCKET	<u>July 14, 2023</u> City Payroll	\$ 749,706.97
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CLAIMS DOCKET	<u>July 17, 2023</u>	
	Municipal	\$ 428,889.00
	Health & Life Ins. Fund	\$ 84,566.82
	CDBG	\$ 69,738.19
	WORKERS COMP TRUST	\$ 0.00
	Total Claims:	\$ 589,194.01

Vice President Vinson made a motion to approve the City Payroll Dockets and the Claims Docket in the amount of \$589,194.01, 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 re is no unfinished business.

PUBLIC COMMENT

President Keating stated that the City 's Website has the forms and explains the requirements and procedures for being placed on the Board Agenda. The forms are also available from the Clerk's office. Also called attention to the Board 's Resolution #2823 enacted on December 6, 2021 and reading in pertinent part that 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.

Steve Stanford, Sanitation Department, addressed the board stating the department went over the selling of City property the first item on the Agenda on this morning and the Sanitary District would not like to see the City dispose of this property as that is where is where the storm water from Wildwood and Pinewood Drive flows through that lot.

Rodney McCormick, 617 Union Street, would like to thank the board for getting the lights installed in the alley way of Emily and Miller Street , however the branches still need to be cut down as it is beating up the City vehicles when they go through the alleyway, the City Flock System is doing no good need more police presence and possible hiring more officers to be on the streets to help with the cutting down of shootings and other crimes; and last cars are being tore up on the dividers (curve) located on Lafayette and 11th Street due to the NICT double tracks , the citizens need a better solutions quickly.

Marty Corley, Chief of Operations MCPD, stated Tuesday, August 1, 2023 is MCPD National Night Out at Pullman Park from at 5:00 p.m.- 8:00 p.m. and encourages the community to come out and enjoy the events taking place.

BOARD COMMENT

President Keating asked if there were any Board comments.

Mayor Parry stated concerning the Double Track Project on a project with the magnitude of this the details are lost until your reach 80%, the island may require more barricades or traffic cones but the Mayor assured that before NICTD pulls out every single item will be addressed and a solution at no point to the tax payer will happen.

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 9:15 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** .

Gale A. Neulieb, City Clerk