

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
April 8, 2022**

The Board of Public Works & Safety of Valparaiso, Indiana met April 8, 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 March 25, 2022 meeting be approved. Seconded by Steve Poulos and so approved.

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

Landscape Maintenance Services Bids

The City is currently requesting bids from landscape maintenance professionals to provide Landscape Maintenance Services for the US Highway 30 corridor from Hayes Leonard Road to Axe Avenue.

Bids received were:

Lakeshore Seasonal Services – \$189,943.08;

K & D Lawn and Landscape - \$55,000 per year

Brent Dickson asked to continue this matter until the April 22, 2022 meeting where they will make a recommendation.

Changes to Valpo Police Department General Order

Mike DeHaven requested approval of the Police Department's 2021 General Order Amendments/Additions. This is reviewed annually.

Motion: Steve Poulos moved to approve the Police Department General Order. Seconded by Holly Howe and so approved.

Pikk's Tavern - Temporary License Agreement

Beth Shrader requested approval of a Temporary License Agreement with Pikk's Tavern granting them the right to use the alley adjacent to their building. This is limited to outdoor dining and shall be in compliance with all requirements of the City's Outdoor Dining Standards.

Motion: Holly Howe moved to approve the Temporary License Agreement with Pikk's Tavern. Seconded by Steve Poulos and so approved.

Replat of Lot 31 Eastport Centre

Beth Shrader requested approval of a replat of Lot 31 Eastport Centre. Chester, Inc owns the property. They are going through Site Review and permitting process to begin construction on the unbuilt half of this lot. There is a Shared Access Agreement between the two parcels. March 15, 2022 the Plat Committee met and recommends approval of this replat. Tony Pequet explained this is a five-acre parcel. They had an opportunity to divide this lot and have another two-acre lot available.

Motion: Steve Poulos moved to approve the replat of Lot 31 Eastport Centre. Seconded by Holly Howe and so approved.

Downtown Flower Containers

Dan McGuire requested approval of the Pricing and Terms with Lakeshore Seasonal Services for the care and maintenance of the downtown flower containers. There are 11 containers. The cost is \$17,493.00. This covers three seasons of care. The fee is paid out of LIT funds. This used to be under Valpo Events. It has been discussed to investigate having some or all of this done in house in future years.

Motion: Holly Howe moved to approve the Pricing and Terms with Lakeshore Seasonal Services. Seconded by Steve Poulos and so approved.

Blue Agreement – Medicaid Cost Report

Chad Dutz requested approval of the agreement with Blue & Co., LLC. They will use information provided to them by the Fire Department and prepare a Cost Report for the Indiana Medicare Freestanding Governmental Ambulance Provider for the year ending December 31, 2021. The cost for this is \$5,000.00. Attorney Patrick Lyp has reviewed this document.

Motion: Steve Poulos moved to approve the agreement with Blue & Co., LLC. Seconded by Holly Howe and so approved.

Baker Tilly Public Safety LIT Analysis

Chad Dutz requested approval of an Engagement Letter related to services with Baker Tilly. The cost of this is \$2,500 but not to exceed \$5,000.

Motion: Holly Howe moved to approve the Engagement Letter with Baker Tilly. Seconded by Steve Poulos and so approved.

Agreement with Fire Truck Resource

Chad Dutz requested approval of a Sales/Listing Agreement with Fire Truck Resource. The Department has a 2010 ladder truck to sell. They expect the sale price to be \$120,000. Fire Truck Resources receives a 10% commission on the sale.

Motion: Holly Howe moved to approve the Agreement with Fire Truck Resource. Seconded by Steve Poulos and so approved.

Unsafe Building Hearing – 1503 Valparaiso

Vickie Thrasher advised the property owners of 1503 Valparaiso have applied for a demolition permit. It is her recommendation to continue this matter to the May 13, 2022 Board of Works meeting. The front building will remain, and the owner will do repairs to it.

Motion: Steve Poulos moved to continue the matters with 1503 Valparaiso Street to the May 13, 2022 meeting. Seconded by Steve Poulos and so approved.

Unsafe Building Hearing – 351 Chestnut

Vicki Thrasher advised the property owners at 352 Chestnut have removed the building. It is her recommendation to dismiss this case.

Motion: Steve Poulos moved to dismiss matters against the property owners of 351 Chestnut. Seconded by Holly Howe and so approved.

Professional Services Agreement, LPA-INDOT Intersection Improvement Plan

Matt Rehlander requested approval of a Professional Services Agreement with RQAW. This is for the LPA-INDOT Intersection Improvement Project at SR 130 and CR 400N to provide a roundabout for safety and the ability to better accommodate traffic. RQAW will provide engineering and right-of-way services for the completion of the project. The maximum amount payable under this contract shall not exceed \$351,381. The City is responsible for 20% of the cost with the remaining being provided by FHWA. It is anticipated the project will start in 2027.

Motion: Holly Howe moved to approve the Professional Services Agreement with RQAW. Seconded by Steve Poulos and so approved.

Request for Street Closures

- Valpo Events, Chocolate Walk, May 7, 2022.
- Family and Youth Services Bureau, Chalk the Walk, June 11, 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.

Cell Tower Lease Amendment – Don Hovey Drive

Steve Poulos requested approval of the Third Amendment to PCS Site Agreement. This Agreement has been in place since 1999. This amendment requests they are allowed to sublease space on the tower for an increase of \$325.00 per month. In addition, they are being asked for a 3% escalator on the original contract. The contract is for another 40 years.

Motion: Holly Howe moved to approve the Third Amendment to PCS Site Agreement.
Seconded by Mayor Murphy and so approved.

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