

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY
VALPARAISO, INDIANA
February 24, 2023**

The Board of Public Works & Safety of Valparaiso, Indiana met February 24, 2023, at 3:00 p.m. in City Hall. Present were Mayor Murphy, Steve Poulos and Holly Howe. Mayor Murphy called the meeting to order and led the Pledge of Allegiance.

Motion: Holly Howe moved that the minutes of the February 10, 2023 meeting be approved. Seconded by Steve Poulos and so approved with a 3-0 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 3-0 vote.

Annual Sidewalk Package 1 Bid Award

Matt Zurbruggen reported that six bids were opened at the February 10, 2023 meeting. Milestone Contractors was the low responsible and responsive bidder. Their bid was \$368,229.00. RDC has made funds available in the amount of \$400,000. The Engineering estimate for this project was \$400,000.00. He requested to approve the award and that the Mayor sign the contract for Milestone Contractors in the amount of \$368,229.00 for the annual sidewalk package 1.

Motion: Holly Howe moved to approve the bid of Milestone Contractors for the Annual Sidewalk Package 1 in the amount of \$368,229.00. Seconded by Steve Poulos and so approved with a 3-0 vote.

Harrison Blvd Pathway, Campbell Street to Yellowstone Road

The City of Valparaiso is designing a 10' wide asphalt pathway to be built along the south side of Harrison Blvd from Campbell street west to Yellowstone Road. The public is invited to ask questions or voice comments on the project at the end of the meeting. Additionally, input shall be accepted via email at engineering@valpo.us until the end of business Tuesday, February 28th. Mayor Murphy opened the meeting for public hearing. Seeing no one wishing to address the Board, he declared the Public Meeting closed.

DBR Indiana Trails Program Grant Application

Max Rehlander requested approval for the grant application in the amount of \$400,000. The City will match \$250,000 which would allow for the construction of a pathway along the south side of Harrison from Campbell west to Yellowstone.

Steve Poulos asked if this project is slated for this year. Max explained the grant will be submitted March 1st. The review process is April through June. They will make the selection in June or July. Then the coordination begins. They will work with the Park Department. The project will begin either fall of 2023 or early 2024.

Carla Miller and her husband live at 1051 Harrison Blvd. She addressed the Board and expressed her concerns of safety. She enjoys living in town. The pathway for Harrison Blvd will cut through many front yards. She just spent nearly \$4,000 to landscape the front of her home. She understands there are easements. The idea of it being asphalt will make it look like a road cut into the yards. Her research shows that concrete is more expensive but it lasts longer. This will be in her front yard. She discussed and showed pictures of an automobile accident that went through her front yard. Because of that accident her grandchildren are not allowed to play in her front yard. The intersection of Yellowstone and Harrison has been a concern. There is a blind spot for residents pulling out from Yellowstone on to Harrison. She feels the City should find another alternative. Possibly Vale Park Road would be a better fit. She is not opposed to sidewalks being in front of their homes.

Holly Howe asked if they could do concrete. Max replied they are doing asphalt based on cost. It hasn't been determined which material they will use. Mike Jabo explained they are in the design process. They can look into doing concrete in front of houses and asphalt for the rest. Holly Howe suggested if they get the grant money it could be put towards concrete versus asphalt.

Motion: Steve Poulos moved to approve the grant application for the Harrison Blvd pathway. Seconded by Holly Howe and so approved with a 3-0 vote.

INDOT – 2023-1 Community Crossings Matching Grant Program

Max Rehlander requested approval for the 2023-1 grant application to CCMG to fund various road improvement projects. The city is applying for a \$1,000,000 grant from INDOT. This will be matched with local funds to complete a \$2.7 Million project.

Motion: Holly Howe moved to approve the grant application in the amount of \$1,000,000 to CCMG to fund various road improvement projects. Seconded by Steve Poulos and so approved with a 3-0 vote.

US 30 Corridor Project, Project 4, Landscape & Streetscape Construction Engineering Agreement

This project is scheduled for a March 15, 2023 INDOT bid opening. Prior to the issuance of a notice to proceed, the City of Valparaiso must have a firm engaged to provide construction

engineering services in accordance with the Indiana Department of Transportation's policies and procedures. Beam, Longest & Neff was selected by the City for services associated with the US 30 Corridor project previously through the UNDOT Quality based Selection process. BLN has submitted an agreement for providing construction engineering services for this project for a not to exceed fee of \$345,000. The agreement is in the form provided by INDOT. The City will be reimbursed by INDOT at 100% for the costs associated with the construction engineering services. The Engineering Department recommends that the Board of Public Works and Safety approve this agreement, subject to the final review and approval of INDOT and the City Attorney, with BLN.

Motion: Steve Poulos moved to approve the Contract with Beam, Longest & Neff. Seconded by Holly Howe and so approved with a 3-0 vote.

Indiana Department of Environmental Management Grant

Steve Poulos presented a grant to use for the recycling education campaign. Valparaiso is one of 20 communities that received a grant. The amount is \$11,775.00. The grant is between the City and IDEM

Motion: Holly Howe moved to approve the Grant in the amount of \$11,775 between the City and IDEM. Seconded by Mayor Murphy and so approved with a 3-0 vote.

FireCatt Precision Service Testing Contract for Hose Testing

John Daly presented a Contract with FireCatt Precision Service Testing for 2023. The Agreement is in the amount of \$6,970.00. Attorney Lyp has reviewed and approved the Contract.

Motion: Steve Poulos moved to approve the Service Testing Contract for Hose Testing with FireCatt. Seconded by Holly Howe and so approved with a 3-0 vote.

Valparaiso Fire Department Operations Manual

John Daly presented amendments to the Operations Manual.

Motion: Holly Howe moved to approve the amendments to the Valparaiso Fire Department Operations Manual as presented. Seconded by Steve Poulos and so approved with a 3-0 vote.

NIRPC Certification of Financial Capacity and Local Share Availability 2023

Don Lorntzen presented a Certification of Financial Capacity and Local Share Availability. This certifies that sufficient funds are in the 2023 budget year to operate transit service at current

levels through 2023. They present this money to the contractor on a monthly basis. Quarterly they submit a request to NIRPC, and they reimburse the City at whatever percentage the grants are at.

Motion: Steve Poulos moved to approve the Certification of Financial Capacity and Local Share availability with NIIRPC. Seconded by Holly Howe and so approved with a 3-0 vote.

Federal Fiscal Year 2023 Certifications and Assurances for FTA Assistance Programs

Don Lorntzen presented a Certification and Assurances for FTA Assistance Program. This is a yearly submission. It says the City is in compliance with NIRPC and NIRPCE is in compliance with FTA.

Motion: Steve Poulos moved to approve the 2023 Certifications and Assurances for FTA Assistance Programs. Seconded by Holly Howe and so approved with a 3-0 vote.

Professional Service Agreement

Attorney Lyp addressed the Board. The City is receiving funds through an opioid settlement. The State is receiving funds as well. As part of the distribution of their funds they are making \$25 Million Dollars available to localities to submit request for grants. This is above and beyond what the City is receiving separately. Councilmember Peter Anderson has taken the lead in trying to maximize the amount of funds we are receiving. A few weeks ago, he advised me we need a grant proposal submitted by the 28th. This is a request for a two-year grant working with Porter County PACT and looking to underwrite a Community Recovery Care Coordinator. If we are successful, we would have these funds available for at least two years and then the Council might use additional opioid care funds to subsidize that position.

Motion: Holly Howe moved to approve the Professional Service Agreement. Seconded by Steve Poulos and so approved with a 3-0 vote.

INDOT R-32577, SILHAVY RECONSTRUCTION, IC-639 RECOMMENDATION FOR ACCEPTANCE

Mike Jabo presented INDOT form IC-639 and requested that the Board review and approve the Recommendation for Acceptance. The LPA approval is required by INDOT to execute completion of the project records closeout. The City staff, the City Consultant, the Contractor Supervisor, and the INDOT Area engineer all witnessed the pre-final inspection and walk through.

Motion: Holly Howe moved to approve the INDOT R-32577 Silhavy Reconstruction. Seconded by Steve Poulos and so approved with a 3-0 vote.

Request for Street Closure

- Girls on the Run 5K, May 14, 2023

This has been reviewed and approved by all impacted departments.

Motion: Steve Poulos moved to approve the Request for Street Closure as presented. Holly Howe seconded the motion and so approved with a 3-0 vote.

A Topographical Agreement – Froberg and Vale Park Roads

Max Rehlander presented a Topographical Agreement that extends the Vale Park Pathway West Link. It runs from Winter Park Drive along the south side of Vale Park Road west to Froberg and then on the west side of Froberg to the Pepper Creek Estates entrance. This is the Agreement received from Abonmarche in the amount of \$11,400.00. The Engineering Department recommends it for approval.

Motion: Holly Howe moved to approve the Topographic Survey for Vale Park Pathway West Link by Abonmarche for \$11,400.00. Steve Poulos seconded the motion and so approved with a 3-0 vote.

HR AUDIT

Mike Jessen discussed the city-wide audit of the HR Department. He presented a list of recommendations that came out of that process. There is a lot of work to do and plenty of room for improvement. He would like to further engage with ODS to explore correcting some of the deficiencies and restructuring the HR Department. He presented a Contract with ODS.

Motion: Steve Poulos moved to approve the contract with ODS. Holly Howe seconded the motion and so approved with a 3-0 vote.

Agreement with JCMA

Steve Poulos presented a contract with JCMA for marketing services spanning two 12-week campaigns on recycling education. The cost is \$15,700. The grant will reimburse \$11,775.

Motion: Holly Howe moved to approve the contract with JCMA. Steve Poulos seconded the motion and so approved with a 3-0 vote.

Resolution No. 1, 2023 – Recycling

Attorney Lyp presented Resolution No. 1, 2023. Residential users who ask for it are given a second recycling tote at no cost. This Resolution memorializes the process that is in place right now.

Motion: Holly Howe moved to adopt Resolution No. 1, 2023. Steve Poulos seconded the motion and so approved with a 3-0 vote.

Conflict of Interest Forms

Clerk-Treasurer Taylor requested approval of a Conflict of Interest form for Trish Sarkisian.

MOTION: Holly Howe moved to approve the Conflict of Interest Form for Trish Sarkisian. Steve Poulos seconded the motion and so approved with a 3-0 vote.

Michael Pampalone - 851 Harrison Blvd. He spoke regarding Public input on the Harrison Blvd Pathway. He is concerned about safety. He has a two-year-old and a new born on its way. With more pedestrian traffic he would like to suggest putting in a speed bump of some sort along Harrison Blvd. This project is a great opportunity to address the safety issues.

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