

MINUTES OF THE MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY
VALPARAISO, INDIANA
SEPTEMBER 22, 2005

The Board of Public Works and Safety met at 10:00am on Thursday, September 22, 2005. Present were Mayor Costas, Board Member John Hardwick, Board Member Dave Pilz and Clerk-Treasurer Sharon Swihart.

The Mayor called the meeting to order and led the Pledge of Allegiance.

MINUTES AND CLAIMS

Mr. Pilz moved the minutes of the previous meeting be approved, seconded by the Mr. Hardwick and so approved.

Mr. Hardwick moved for approval of claims subject to appropriation balances, seconded by the Mr. Pilz and so approved.

ITEM 4-AUTHORIZATION FOR PLANNING/BUILDING DEPARTMENT FOR
LEASE/PURCHASE OF DEPARTMENT VEHICLE

Planning Director Craig Phillips presented a lease/purchase agreement for a 2006 Ford Taurus in four equal payments for a total cost of \$16,982 and asked for authorization to proceed with this lease/purchase. This would be through the redevelopment equipment fund. This vehicle will be left at city hall for the use of the Planning and Building Department and will not be taken home by anyone. Mr. Pilz moved to approve the lease/purchase of this vehicle, seconded by Mr. Hardwick and so ordered.

ITEM 5-REQUEST FOR VARIANCE FROM CONSTRUCTION STANDARDS FOR
PORTER BUSINESS CENTER AND APPROVAL OF CONSTRUCTION PLANS.

Engineer Pilz stated that the construction drawings are ready for approval by the board; they have been reviewed and comply with the city's standards with one exception, that being the normal pavement width per our standards in a commercial zoned area, our standards being 36 feet. In this case since this is a relatively small development, only 8 lots, the engineering staff has looked at that and they do not feel there is a real need for having 36 feet of pavement as all sites will have off-street parking. Engineering recommends that the pavement width standard for this development be reduced to 30 feet. Traffic and Safety committee also reviewed this and they recommend that the variance be granted. Engineer Pilz moved that the construction plans for the Porter Business Center be approved and along with that, the variance for the pavement width, seconded by Mr. Hardwick and so ordered.

ITEM 6-RECOMMENDATIONS FROM TRAFFIC AND SAFETY COMMITTEE\

Engineer Pilz made the following recommendations on behalf of the Traffic and Safety Committee;

- 1. Remove the streetlight and pole on the west side of Sturdy Road north of the VU torch entrance. The light is no longer needed because of the new decorative lights on the Sturdy Road project.
- 2. Post 553 Chicago as a handicapped parking space.
- 3. Post Highland Circle and Hampton Circle as one-way streets. Those were two very short court streets and when the original planning was done they were intended to be one-way streets but it was just never followed up on the postings so we are recommending that it be formalized.
- 4. Post stop signs for the Morthland Drive frontage road at the First National Bank entrance. This is also an entrance to and from highway 30, so this would be consistent with other entrances along there.
- 5. Post the north side of Glendale between Campbell and Roosevelt for no parking as a part of the creation of bike lanes along that same corridor. The Traffic & Safety committee recommends that we proceed with bike lanes along that corridor.
 - Engineer Pilz stated that #5 is probably the most significant recommendation and may warrant discussion. He stated that we have been discussing this idea for probably a month and ½ now. Mr. Oeding had the idea that with the nice new pavement on Glendale this would be an ideal segment for part of our bike path plan and the overall city pathway plan. It has been discussed with the Park Department. Mr. Doniger is very supportive. They had a public meeting with the residents along Glendale and it was well attended. The major concerns boiled down to safety for both bicyclists and vehicles. Traffic and safety strongly support that we post the north side for no parking.

Mr. Pilz moved that the recommendations of the Traffic and Safety Committee be approved, seconded by Mr. Hardwick and so ordered.

ITEM 7 – REQUEST FOR RECOMMENDATION REGARDING VACATION OF PORTION OF BERTHOLET BLVD.

Engineer Pilz explained that the proposed development 49er Partners Subdivision that is the subdivision northeast of the Porter County Jail proposal involves using two lots for the development. The lots are currently split by a platted right-of-way. This is not an improved right-of-way; it is platted as a public street. The plan commission heard this as a public hearing at their last meeting. Part of the process of dealing with this type of issue is a vacation process. State statutes have their specific requirements which basically require going directly to the City Council, however local requirements require this to be heard at Plan Commission, which they have done. They have not taken final action yet, but this also requires a recommendation from the Board of Public Works and Safety. In this case as far as engineering staff goes, it seems to be a good

recommendation from a planning standpoint, from an economic development standpoint and the necessity for the road is not paramount and will not have a significant impact. He recommends that the Board recommend to the City Council the vacation of this section of Bertholet Blvd., seconded by Mr. Hardwick. Planning Director Craig Phillips stated that the reason the Plan Commission has not taken any official action yet is that they typically take two meetings to make a decision. They didn't have any issues concerning this, but they will vote on final action at their next meeting. Mr. Phillips said he is supportive of the motion to recommend the vacation.

Mr. Hardwick asked Mr. Oeding whether a problem with the street next to one of the inlets in that area had been corrected. Mr. Oeding stated that over a month ago, it was backfilled and it seems to be fine. Mr. Pilz stated there are utilities in this right-of-way, sewer and water and easement will remain in place. Motion to recommend this vacation was approved.

ITEM 8-REQUEST FOR APPROVAL OF THE 2005-06 SNOW PLOW EMPLOYEE COMPENSATION POLICY

Bill Oeding, Public Works Director presented a compensation policy for the winter of 2005/06. He stated that last year he had come before the Board with a new format for compensation for employees and that format was to give them a differential pay for coming out during certain hours and to give them and on-call pay and though that worked alright to some degree last year, he didn't feel it was quite enough. These gentlemen are on call basically 24/7 starting the first of November until about mid April and they are expected to be responsive and come in to plow or salt or whatever is needed. So, internally the department went through a process of exploring options and having conversation and brought in Tom Daberton, who has worked with them before on leadership development and asked for help on crafting some form of a policy that would be fair to all parties. After several revisions, he sat down with the snowplow team and went through it and made further adjustments. At this point Mr. Oeding feels that this is a policy that serves them and the city. It starts November 1 through April 15 and spells out compensation during normal work shifts, hours on evenings and weekends and calls for a differential of .5 times their regular wage, so they are getting a pretty sizeable additional compensation. A difference is that at 40 hours we have the right to send them home, so the goal is to compensate them for hours working, during odd hours, for being available and coming in, but then to also try to keep a lid on our overall expenses. We gave some on both sides. For the first time, they developed an attendance incentive which spells out the regular drivers that come in at random hours would have the ability to collect a \$500 incentive if they come in during all snow events up to missing two. There are some restrictions and controls on that which they have agreed to. The other crew that comes in at fixed hours, would get a lesser or 1/2 of that incentive. Basically instead of giving them on-call pay, we are switching around and giving it to them as an incentive for meeting their work times. He thinks the workers will feel better about this policy.

Discussion followed about new equipment, new salt-brine system and creating more efficiencies within the Public Works department.

Mr. Oeding stated that they have sat down with employees and come up with a system of rotation because the goal is to never work any of these gentlemen more than 18 hours.

Motion to approve, and so ordered.

ITEM 9-REQUEST APPROVAL FOR POLICE GENERAL ORDERS #9 AND #15

Chief Bricker stated this is a continuation of the upgrading and revision of their policy and general orders. The FOP president has reviewed these and approved. General order #9 described special assignments and General order #15 outlines off-duty and extra-duty employment.

Mr. Hardwick moved to approve, seconded by Mr. Pilz and so ordered.

ITEM 10-REQUEST BY CHAMBER OF COMMERCE TO TEMPORARILY CLOSE ALLEY FOR PAVING.

Engineer Pilz stated that the Chamber of Commerce has talked to him about a drainage problem they have on the west side of their building right along the alley. They feel as a temporary measure they could alleviate some of that problem by doing some paving work on the east side of the alley. They would like permission to temporarily close the alley on a date to be determined while they do that paving work. Engineer Pilz moved to approve this work seconded by Mr. Hardwick and so ordered.

ITEMS 11-APPROVE EXTENSION OF SURETY FOR PINE CREEK

Mr. Pilz stated that one of the two sureties we have for Pine Creek Development was subject to extension for another year and he moved for approval and acceptance of that extension, seconded by Mr. Hardwick and so ordered.

ITEM 12-APPROVE APPLICATION FOR EXCESS LOSS INSURANCE

Gary Fischer presented a contract with Standard Securities who is the present excess loss carrier. After competitive bidding, they again were the best offer we got to renew the city's excess loss insurance effective September 1, 2005 through August 2006. He requested that this contract be approved and that Karen Marben be authorized to sign on the city's behalf. Mr. Hardwick moved to approve, seconded by Mr. Pilz and so ordered.

ITEM 13 – APPROVE ADMINISTRATIVE SERVICES AGREEMENT BETWEEN
TPA ONE AND CITY OF VALPARAISO

Gary Fischer presented a contract between the City of Valparaiso and TPA One. Mrs. Marben stated the Shaner Agency has approved it. The term of the contract is for one year. Mr. Fischer stated that this has a 30-day termination notice at renewal that was negotiated with Shaner Agency and Mr. Fischer. Mr. Fischer stated that typically there is a 60-day notice of termination, but Shaner Agency objected to that. Mr. Fisher checked with his counsel and they did agree to back that down to 30 days notice of termination at renewal. He also stated there is another termination clause in there which is a 90 day notice of termination on both sides. That clause stayed the same. The only other addendum to the administrative service agreement is the PTE 8324, which is prescribed by the Department of Labor and that is a disclosure that we give to the plan fiduciary and ask them to sign on their behalf. Basically, it discloses any and all commissions or fees that are collected and then re-direct to other persons such as the Shaner Agency as a consultant, or such as any feels that the TPA keeps above and beyond the administrative services.

Mr. Hardwick moved to approved subject to City Attorney approval, seconded by Mr. Pilz and so ordered.

ITEMS 14-REQUEST FOR APPROVAL FOR LIFE CHAIN IN DOWNTOWN
VALPARAISO

Request for “Life Chain” in downtown Valparaiso on Sunday October 2, 2005 from 2:30PM to 3:30PM. This request was from Richard Stith. All Departments involved approved as this has been done in past years. Mr. Hardwick moved to approve, seconded by Mr. Pilz and so ordered.

Bill Oeding reported that the paving program has pretty much been completed except for Elm Street between Morgan and Roosevelt. There will be some major full depth repair to some sections of that street. One section is on the east end, probably ½ block long, full width of the street and the section on the west end is a block long, full depth of the street. There will also be a similar section of Beech Street just to the west of Morgan Blvd.

He advised they are getting ready for leaf season. They are changing the leaf pickup program for this year to coincide with recycling pickup. This should simplify things for people.

Discussion followed about using same type of containers for recycling as we are now using for trash. This may be something for the future.

Craig Phillips issued an invitation to city staff, and members of the public to a presentation on the streetscape design and the design standards for the eastgate overlay

district that is being developed October 19 at the VU Christopher Center in the Community Room at 7PM. This is an open public forum for input.

Mr. Pilz stated that the Redevelopment Commission has approved the small bike path between Wood Street and Chicago Street. This will eventually be extended down to Eastgate. That project will be getting under way. This is just a small portion of the bike path, but another piece that will be in place.

Mr. McGinley reported that three projects started last Monday, the downtown focus block, Ransom and Campbell, and Calumet and Glendale. They are through the first phase of the focus block and are on phase two. They are on schedule. They are moving right along on the intersection projects, always having utilities to deal with, but things are progressing well.

Mr. Hardwick reported that Water Reclamation that as part of the paving they discovered a problem with the Sanitary Sewer on Evans avenue east of Roosevelt. Through some creative thinking by members of that department it was decided to look at lining the sewer. Also it was suggested that instead of going out for a new bid, we make that a change order on the Milton Street project because we had enough money for Milton Street to include this project. As to the Water Department's new tower, they are putting the roof on the dome, they will then have some things to do on the inside and the first coating of paint might get on yet this year. They are also in the middle of the annual water system flush out. People my experience some pressure problems. They do it at night to try not to disrupt folks, but this should be completed in the next week or two.

Rick Wheeler asked if those folks on private streets could do the same thing that is being done with trash collection and take leaves to the nearest city street? Mr. Oeding said he didn't think it was a problem.

The Mayor adjourned the meeting.