

Regular Board of Works Meeting In Person and Hybrid/Zoom on January 6, 2025

The Board of Public Works and Safety met in regular session on Monday, January 6, 2025 at 8:30 a.m. in the Council Chambers of City Hall, City of Michigan City, on Hybrid/Zoom and streamed live on the "Access LaPorte County" Facebook page.

The meeting was called to order by President Skyler York.

On the call of roll, the following Board Members were found to be present or absent.

Noted present in person: Candice Antisdell, Peggy Moore, Tamiko Smith, Skyler York, Gene Simmons (5)

Absent: None (0)

Also noted in attendance:

Izabelle Galvin Ellis, Clerk of the Board of Works; Eric Williams, Assistant Director of Special Events; Terry Greetham, Director of Special Events; Ta-Tanesha George, Human Resources Director; Charles Clancy, Vector Control Assistant Director; Chief Steve Forker; Mayor Angie Nelson Deutch; Mike Wolff, Forester; Kyle Petter, Assistant Planning Director; Attorney Ryan Beal, Assistant City Attorney; Assistant Police Chief; Drew White, ALCO.

Election of Officers

Mr. Simmons nominated Mr. York as President, seconded by Mrs. Antisdell and was approved with the following vote:

AYES: (4) Antisdell, Moore, Smith, Simmons,

NAYS: (0) None

Mrs. Moore nominated Mrs. Antisdell as Vice President, seconded by Mr. Simmons and was approved with the following vote:

AYES: (4) Moore, Smith, Simmons, York

NAYS: (0) None

Approval of Minutes

Mr. Simmons made a motion to approve the minutes as presented, seconded by Mrs. Smith and was approved with the following vote:

AYES: (5) Antisdell, Moore, Smith, Simmons, York

NAYS: (0) None

Memorandum of Understanding

Memorandum of Understanding between the City of Michigan City and the Michigan City Port Authority for Accounting Services provided by the City Controller's Office for 2025 in the amount not to exceed \$10,000.00

Mrs. Smith stated that this is the standard MOU we do every year with the Port Authority for accounting services that the City provides.

Mrs. Smith made a motion to approve the MOU, seconded by Mrs. Moore and was approved with the following vote:

AYES: (5) Antisdel, Moore, Smith, Simmons, York

NAYS: (0) None

Memorandum of Understanding

Memorandum of Understanding between the City of Michigan City and the Michigan City Sanitary District for Information Technology Services in the amount not to exceed \$325,000.00 annually & Services of Public Works Director in the amount not to exceed \$40,000.00 annually.

Mayor Angie addressed the Board explaining the MOU, stating that all IT services are supported by the Sanitary District due to them being part of the department and we pay directly into their salaries; further explaining that the \$40,000 is to support the Public Works Director position.

Mrs. Moore asked why the IT Department is part of the Sanitary District, and Mayor Angie stated that is where the Department started up and never changed.

Mrs. Smith made a motion to approve the MOU, seconded by Mrs. Antisdel and was approved with the following vote:

AYES: (4) Antisdel, Moore, Smith, York

NAYS: (0) None

Mr. Simmons abstained due to conflict of interest.

Amendment to Union Contract

Approval of Second Amendment to 2018-2020 Contract between the City of Michigan City and the Amalgamated Transit Union Local #517.

Mrs. Smith explained the amendments to the union contract, stating that a bonus of up to \$1,200 and the Birthday Holiday was added to their contract.

Mrs. Moore made a motion to approve the amendments to the Amalgamated Transit Union Local #517 contract, seconded Mrs. Antisdel and was approved with the following vote:

AYES: (5) Antisdel, Moore, Smith, Simmons, York

NAYS: (0) None

Union Contract

Approval of Contract for 2025 between the Michigan City Firefighters Local #475 and the Civil City of Michigan City, Indiana.

President York stated that both the Firefighters Union and Corporate Counsel Amber Lapaich have reviewed and approved the contract prior to the meeting; further stating that one of the changes was adding the Birthday Holiday like other City Departments.

Tommy Kulalvik, 1316 Ohio St., made a comment.

President York made a motion to approve the 2025 Michigan City Firefighter Local #475 contract, seconded by Mrs. Antisdel and was approved with the following vote:

AYES: (5) Antisdel, Moore, Smith, Simmons, York

NAYS: (0) None

Request for Special Purchase

The Michigan City Police Department requested the special purchase of Pace Scheduler, a scheduling software specifically designed for law enforcement, in the amount of \$6,350.00 for two (2) years.

Chief Steve Forker, Assistant Police Chief, addressed the Board explaining their current scheduling and payroll procedures, stating that everything is currently being hand written and manually entered into their system and that this would be a great improvement due to it also being app based; further stating that Andy Matanic, IT Director, has gone over it and approves of the system, and the County Sheriff's Department and 911 Dispatch Center uses the same system.

Mrs. Antisdel asked how much time this could save their department, and Chief Forker stated that it could save up to eight (8) hours during payroll.

Mrs. Moore asked why the contract is for only (2) years if they plan to use it past that time period, and Chief Forker stated that they will use that period to test the system, and if we decide to stick with the system, we will do the multi-year discount going forward.

Mrs. Smith asked if the system is compatible with our already existing system, and Chief Forker confirmed it would be compatible.

Mr. Simmons made a motion to approve the special purchase, seconded by Mrs. Moore and was approved with the following vote:

AYES: (5) Antisdel, Moore, Smith, Simmons, York

NAYS: (0) None

Personnel

The Human Resources Department requested the approval of the following job descriptions:

- Permit Specialist in the Planning & Inspection Department.
- Planning Director in the Planning & Inspection Department.
- Building Superintendent in the Planning & Inspection Department.
- Intern – Arborist Apprentice in the Forestry Department.

Mayor Angie addressed the Board stating that they're doing reconstruction of the Planning Department and explained the new job descriptions along with current openings in the Planning and Inspections Department; further explaining that the Building Superintendent would manage all permits for the Building Department and manage the Inspectors and Permit Specialist, the Permit Specialist would essentially be the conductor and make sure that all the proper paperwork is turned in on a timely manner, and the Planning Department Director is now separate from Redevelopment and President York is now the Redevelopment Director.

Mayor Angie asked for the Intern – Arborist job description to be tabled until the next meeting due to having to work some things out.

Mrs. Moore asked who the Planning Director would report to, and Mayor Angie stated that she designates who they report to.

Mrs. Smith made a motion to table the intern – arborist apprentice position until the January 21, 2025 meeting, seconded by Mrs. Antisdell and was approved with the following vote:

AYES: (5) Antisdell, Moore, Smith, Simmons, York

NAYS: (0) None

Mrs. Antisdell made a motion to approve the three (3) job descriptions in the Planning & Inspection Department, seconded by Mrs. Smith and was approved with the following vote:

AYES: (5) Antisdell, Moore, Smith, Simmons, York

NAYS: (0) None

Road Closure for Construction

LaPorte County Project Management requested to close the road directly over the Franklin St. bridge to perform repairs before the scheduled Spring opening date from Monday, January 13th to Saturday, March 15th of 2025.

Andy Skwiat, LaPorte County Project Management, addressed the Board explaining the 61-day closure, stating that he has received a Coast Guard permit to stop the operation of the bridge because they will be dismantling it for repairs, there will be barge coming from Ludington for the repairs and the Coast Guard regulations mandate the bridge be operational by March 15, 2025. Mr. Skwiat stated that if this closure does not get approved and the work is not complete, then the bridge would not pass inspection and would extend closures through summer.

President York asked Mr. Skwiat if he has been in coordination with the City Engineer, Police and Fire, and Mr. Skwiat stated that his Coast Guard permit requires him to notify all law enforcement in charge of the roadway.

President York stated that we need to notify the Street Department, City Engineer, Police and Fire, and Madam Clerk Izabelle Galvin Ellis confirmed that she has sent the request and will follow up, also stating that the Certificate of Insurance was submitted before the meeting.

Scott Meland, 200 Kenwood Place, made a comment.

Mrs. Moore made a motion to approve the construction road closure, seconded by Mrs. Smith and was approved with the following vote:

AYES: (5) Antisdell, Moore, Smith, Simmons, York

NAYS: (0) None

Fire Merit Commission

(Informational) Nomination to re-appoint Greg Deutchner on the Fire Merit Commission was submitted before the deadline on December 16, 2024. No other nominations were made for his seat, and he will be re-appointed.

PAYROLL CLAIMS DOCKET

December 27, 2024	City Payroll	\$731,995.32
December 30, 2024	Pension Payroll	\$206,252.88

Mrs. Smith made a motion to approve the payroll claims dockets as presented, seconded by Mrs. Moore and was approved with the following vote:

AYES: (5) Antisdell, Moore, Smith, Simmons, York

NAYS: (0) None

CLAIMS DOCKET

January 6, 2024

Municipal	\$3,308,944.05
CDBG	\$27,462.00
Health & Life	\$430,428.52
Special Events	\$0.00
Zoo Casino Agreement	\$0.00
Workers Comp	\$178,168.34
ARP Local Fiscal Recovery	\$24,207.50
TOTAL CLAIMS:	\$3,969,210.41

Mrs. Smith made a motion to approve the claims dockets as presented, seconded by Mrs. Antisdel and was approved with the following vote:

AYES: (5) Antisdel, Moore, Smith, Simmons, York

NAYS: (0) None

Street Enhancement – Unfinished Business

Councilman Don Przybylinski requested for the Board of Works to contact CSX Railroad for a projected start date to fix the railroad crossing at Woodland Ave. This was tabled from August 19, 2024.

President York stated that they our City Engineer has been in contact with the railroad and confirmed that they will start repairs on Woodland Ave. when the asphalt company opens in March.

President York made a motion to keep the request on the pending item list until the February 18, 2025 meeting, seconded by Mrs. Smith and was approved with the following vote:

AYES: (5) Antisdel, Moore, Smith, Simmons, York

NAYS: (0) None

Public Comment

Scott Meland, 200 Kenwood Place, made a comment regarding the Redevelopment Commission.

Tommy Kulavik, 1316 Ohio St., made a comment thanking the City for their hard work and for putting the flags at half staff for former President Jimmy Carter, and also made an announcement about upcoming school sports.

Chief Steve Forker made an announcement stating that Captain Gregory Jesse, Michigan City Police Department, will be overseeing road closures and the Board of Works issues.

Board Comment

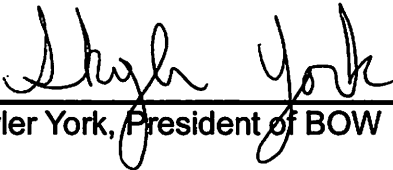
There were no Board comments.

Mrs. Smith made a motion to adjourn, seconded by Mr. Simmons and was approved with the following vote:

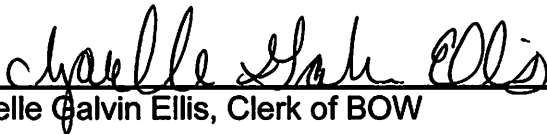
AYES: (5) Antisdel, Moore, Smith, Simmons, York

NAYS: (0) None

Meeting adjourned at 9:21 a.m.

A handwritten signature in cursive script, reading "Skyler York", written over a horizontal line.

Skyler York, President of BOW

A handwritten signature in cursive script, reading "Izabelle Calvin Ellis", written over a horizontal line.

Izabelle Calvin Ellis, Clerk of BOW