

Regular Board of Works Meeting In Person and Hybrid/Zoom on April 7, 2025

The Board of Public Works and Safety met in regular session on Monday, April 7, 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:

Corporate Counsel Amber Lapaich; Izabelle Galvin Ellis, Clerk of the Board of Works; Terry Greetham, Director of Special Events; Eric Williams, Assistant Director Special Events; Captain Greg Jesse, Michigan City Police Department; Shannon Eason, Director of Parks Department; Melisha Henderson, Personnel Director; Robin Tillman, Director of Transit; Tim Werner, City Engineer; Drew White, ALCO.

Approval of Minutes

Mrs. Moore 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

Approval to Solicit Bids

Request to solicit bids for the 2025-1 CCMG Paving Project.

Jeanette Hicks, Global Engineering, addressed the Board explaining the paving project, stating that they've identified 36 locations to be repaved; further explaining that these roads have been identified from the Paser list which rates the roads from worst to the best. Mrs. Hicks also stated that the money paying for this project is coming from a matching grant, where the grant will match the same amount of money we dedicate to the project.

President York made a motion to authorize the solicitation of bids for the 2025-1 CCMG Paving Project, seconded by Mr. Simmons and was approved with the following vote:

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

NAYS: (0) None

Road Closure for Construction

The Michigan City Planning Department requested a road closure in front of 301 E Barker Ave. and on the 1300 Block of York St. for the demolition of 301 E Barker Ave, from Monday, April 1st to Tuesday, April 8th, 2025.

President York stated that this request is in association with the affirmation of the demolition of 301 E Barker Ave that we recently had a special meeting for, and explained the timeline of when the demolition will take place.

Corporate Counsel Amber Lapaich asked for flexibility on the closure due to the gravity of the situation; further stating that all City Departments have been notified.

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

Mrs. Antisdell made a motion to approve the road closure request with an amendment to make the closure as needed with oversight from the City Engineer, seconded by Mrs. Smith and was approved with the following vote:

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

NAYS: (0) None

Resolution

Resolution No. 2844 – Amending Resolution 2842 Entitled “Determining that funding for certain outstanding Purchase Orders from 2024 should be encumbered and authorizing the City Controller to encumber such funds”.

Mrs. Smith explained the Resolution, stating that the CCMG funds were not listed on the original resolution to be encumbered, but they were so this is an amendment to the resolution listing the encumbered CCMG funds from 2024.

Mr. Simmons made a motion to approve Resolution No. 2844, seconded by Mrs. Antisdell and was approved with the following vote:

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

NAYS: (0) None

Sponsorship Contract

The Michigan City Special Events Department requested the approval of a Silver Sponsorship (\$5,000) with Horizon Bank for the 2025 event season.

Eric Williams, Assistant Special Events Director, addressed the Board stating that Horizon is a returning sponsor and this would bring their sponsorships up to \$84,000.

Mrs. Smith asked how much money they raised last year, and Mr. Williams stated \$70,000.

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

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

NAYS: (0) None

Property Acquisition

The Michigan City Parks Department requested the approval to acquire parcels for the Singing Sands Trail. Parcels 17, 18, 19, 20, 21, 22, 23, 27 & 29.

Shannon Eason, Director of Parks Department, addressed the Board stating that these parcels are part of Phase 3 of the Singing Sands Trail, which is the final phase of the trail, and that she is expecting between 36 to 38 parcels in this phase. Further explaining that the trail is no longer going to cross Trail Creek into Friendship Gardens due to the DNR denying the construction in a floodway permit, so they are currently redesigning the route; further explaining that this will save them \$1.3 million because they no longer need to build the bridge.

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

Mrs. Eason stated that the parcels are located along Grand Beach Road, and they are within Michigan City limits.

Mrs. Smith made a motion to approve the property acquisitions of the parcels, seconded by Mr. Simmons and was approved with the following vote:

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

NAYS: (0) None

Purchase Agreement

The Michigan City Public Art Committee requested the approval of a purchase agreement for Janet Austin's sculpture, "Water Bird" for a total amount of \$13,000.

Shannon Eason, Treasurer of Michigan City Public Art Committee, addressed the Board stating that the Art Committee recently voted to purchase this sculpture with the approval of the Board of Works, which they leased for the last eight (8) years, and it's currently located on the corner of Franklin St. and 5th St. but would be placed at Hansen Park, with approval from the Park Board; further explaining that the sculpture celebrates the ecological diversity of our area and this purchase is part of our neighborhood beautification project.

Mrs. Eason stated that this is being paid for through ARPA funds, for a total amount of \$13,000, as part of the neighborhood beautification projects.

President York made a motion to approve the purchase agreement for the sculpture "Waterbird", seconded by Mrs. Moore and was approved with the following vote:

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

NAYS: (0) None

Memorandum of Understanding

The Michigan City Art Committee requested the approval of the following sculpture MOUs:

- Hilde DeBruyne's "Tree of Life" for 2025-2027 for a total amount of \$2,000.
- Hilde DeBruyne's "Flight" for 2025-2027 for a total amount of \$2,000.
- Richard Kiebdaj's "Chrysalis" for 2025-2027 for a total amount of \$2,000.
- Lulce Achterberg's "Bedecked" for 2025-2027 for a total amount of \$2,000.
- David Skora's "Entangled" for 2025-2027 for a total amount of \$2,000.

Shannon Eason, Treasurer of the Michigan City Public Art Committee, addressed the Board stating that it's \$2,000 per year and these agreements are two (2) year agreements, so it would be \$4,000 total for each sculpture; further explaining where the sculptures will be placed: "Tree of Life" will be at Memorial Park, "Flight" will be at in the triangle North of City Hall, "Chrysalis" will be placed at Streibel Pond, "Bedecked" will be placed at Fire Station No.1 and "Entangled" will be placed at the Southeast corner of 5th St. and Franklin St.

Mrs. Moore confirmed that each sculpture costs \$2,000 per year, totaling \$4,000 for the leases of each sculpture.

Janet Bloch, Michigan City Public Art Committee Member, addressed the Board stating that the Committee pays \$2,000 at the beginning of the lease and then \$2,000 when the sculpture is picked up.

Mr. Simmons thanked them for their hard work in continuous beautification of the City.

Mr. Simmons made a motion to approve all the Memorandum of Understandings for the sculptures, seconded by Mrs. Moore and was approved with the following vote:

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

NAYS: (0) None

Request for Special Purchase

The Michigan City Transit Department requested the approval of the Georgia Consent Agreement and approval to purchase two (2) new buses in the amount of \$418,290.00.

Robin Tillman, Transit Director, addressed the Board explaining the new buses, stating that the new units are also being used in Valpo, have many great reviews and were recommended by NIRPC; further explaining that these new units have a low floor ramp instead of a handicap lift and they will not be run on diesel.

Mrs. Moore asked why we need two (2) new buses and how much the grant is, and Mrs. Tillman stated that they are required to replace their rolling stock after they reach a certain mileage, and the grant covers 80% of the purchase of the new buses.

Corporate Counsel Amber Lapaich stated that each bus is assigned a useful life calculation, and once the unit reaches that point, we are under an obligation since it is Federally grant funded, that we have to replace the unit.

Corporate Counsel Lapaich stated that the Federal Law allows us to piggyback off of another state's competitive procurement, and in this case the state of Georgia has already federally procured the units we are wanting to purchase, and they have met all the federal requirements.

Corporate Counsel Lapaich and Mrs. Tillman confirmed that each bus costs \$209,145.00, totaling the amount to be \$418,290.00.

Discussion ensued between Mrs. Tillman, Corporate Counsel Lapaich and Mrs. Moore about the grant and how it works with getting new buses and what is done with the buses after use.

Mr. Simmons made a motion to approve the Georgia Consent Agreement and approval of purchasing the two (2) buses, seconded by Mrs. Moore and was approved with the following vote:

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

NAYS: (0) None

Request for Special Purchase

The Michigan City IT Department requested to purchase a two (2) year subscription for Software & Services with Cellebrite for the Michigan City Police Department, paid for by ARPA Funds and should not exceed \$46,000.00.

Andrew Matanic, Director of IT Department, addressed the Board explaining the subscription, stating that the Police Department currently uses Cellebrite to take forensic images of cellphones for different cases and now smartphones have gotten larger capacity wise, and the cost to store this information on site is a lot, so we are looking to move the storage of this information off-site and it would be more secure; further explaining this new system would be cloud based and allow the City to store this information and send it to the Prosecutors Office and such more securely.

Mr. Matanic stated that this is a subscription agreement, being \$23,000 per year, and we will have a two (2) year agreement so the total cost would be \$46,000 and this money would be paid for with ARPA funds; further explaining how this option for keeping data off-site and on a cloud-based server would be more financially responsible and more secure.

Mrs. Smith asked what will happen after the two-year agreement financially, and Mr. Matanic stated that this is something that the Police Department will absorb due to it being specifically used for investigations.

Mrs. Smith asked what would happen if the Police Department is unable to absorb the cost, Mr. Matanic stated that we would be able to retrieve the data.

Mr. Simmons made a motion to approve the two-year subscription of Cellebrite, seconded by Mrs. Moore and was approved with the following vote:

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

NAYS: (0) None

Request for Special Event

Advancing Christ's Kingdom Ministries – Michigan City requested to host a church picnic on Sunday, August 17, 2025 from 10 a.m. to 5 p.m. at their church, located at 1428 E Michigan Blvd.

Amy Jarrett, Executive Director of Administration at Advancing Christ's Kingdom Ministries in Michigan City, addressed the Board explaining the event, stating that this is the first year they will be hosting a picnic on the Church's property.

Mr. Simmons asked exactly where the Picnic will be on the property, and Mrs. Jarrett stated that it would be in the empty lot behind their church at 1430 E Michigan Blvd.

Mrs. Moore stated that it looks like they're expecting about 200 people and asked how they plan for parking, and Mrs. Jarrett stated that they have two (2) parking lots, one at 1428 E Michigan Blvd and one across the street at 1407 E Michigan Blvd, and they will plan to have crossing guards to help people cross the street.

Mrs. Moore asked if they will have open flames, and Mrs. Jarrett stated no they will not and it will be essentially a big grill with a top, which is stated in their Emergency Action Plan.

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

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

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

NAYS: (0) None

Request for Special Event

Cirque Entertainment II LLC requested to host a temporary acrobatic style show under a tent in the parking lot of Lighthouse Place Premium Outlets, 601 Wabash St., from Friday May 2, 2025 to Monday, May 5, 2025. Friday and Monday shows will be from 6 p.m. to 10:30 p.m. and Saturday and Sunday shows will be from 12 p.m. to 10:30 p.m.

Nobody was present to address the request.

Madam Clerk Izabelle Galvin Ellis stated that they have turned in all the paperwork needed for their event, their COI has been approved and they do have permission from Lighthouse Place Premium Outlets to host the event there.

President York stated that they have applied for this event in the past and they have never shown before the Board, and it was approved; further stating that they work with our Planning and Fire Departments for set up.

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

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

NAYS: (1) Smith

Request for Special Event & Vendor License

Buddingpreneurs requested the following:

- To host pop-up events for their youth organization on the first Fridays of the month from May 2025 to October 2025 during the hours of 3p.m. to 8p.m. in the Redevelopment Commission owned lot at 7th St. & Franklin.
- A Street Vendor License to sell food during their pop-up events they will be hosting on the first Fridays of the month from May 2025 to October 2025.

Antonio Conley, Buddingpreneurs, addressed the Board explaining the Buddingpreneurs event, stating that these are annual events they host every year, this will be the third year if approved, where they teach kids between the ages of 5 and 19 about entrepreneurship, financial literacy, the stock market and how to run their own businesses.

Mrs. Antisdell asked how many people hosted their own booths last year, and Mr. Conley stated that last year they had 15 to 20 booths and this year will have about 30 to 40 booths.

Mrs. Smith asked if they have the Buddingpreneurs at other events besides the First Fridays, and Mr. Conley stated that right now they are only doing First Fridays but in the past they have done Oktoberfest.

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

Mr. Simmons stated that this is a return on investment since they are working with children in our community.

Mrs. Smith made a motion to approve the Special Event and Vendor License, seconded by Mr. Simmons and was approved with the following vote:

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

NAYS: (0) None

Request for Special Event & Road Closure

Lubeznik Center for the Arts requested to do the following:

- To host their annual Lubeznik Arts Festival from August 15th through 17th, 2025.
- Road Closure starting at 8 a.m. on August 15th until August 17th, 2025 at 8 p.m.
 - o The intersection of Washington St., North of U.S. HWY 12.
 - o Franklin St. from the crosswalk of Water St. headed South around the curve to 2nd St., and traffic both ways between Franklin and Shoreline Brewery's driveway.
 - o Artists only parking on Washington St. between 2nd St. and U.S. HWY 12 for oversize vehicles.

Janet Bloch, Lubeznik Center for the Arts, addressed the Board explaining their annual event, stating that they have more complications this year with parking due to the You Are Beautiful lot being closed off, but they have been working with Lighthouse Mall to use their lot for parking and getting a Trolley to and from the event.

Captain Greg Jesse, Michigan City Police Department, addressed the Board stating that everything is good with the road closures.

Mrs. Bloch asked the Board if the fees could be waived for the event as a non-profit organization.

Mrs. Moore asked why they're wanting the fees to be waived, and Mrs. Bloch stated that it's because they're a non-profit and they bring 3,000 people into the City each year for the festival, they have sponsors to cover the costs of admission on Sundays, and they offer free admission to the City regularly at their facility.

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

Mrs. Antisdal made a motion to waive the fee for the event, seconded by Mr. Simmons and was approved with the following vote:

AYES: (3) Antisdal, Simmons, York

NAYS: (2) Smith, Moore

Mrs. Antisdal made a motion to approve the road closures and the event, seconded by Mr. Simmons and was approved with the following vote:

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

NAYS: (0) None

Request for Vendor License

Ron Landtroop, A Slice of Heaven, requested to renew his mobile food vendor license for a year from April 18, 2025 until April 17, 2026.

Ron Landtroop, A Slice of Heaven, addressed the Board on behalf of his food truck, requesting approval to renew his mobile food vendor license.

President York asked if he will have employees this year, and Mr. Landtroop stated yes, he already has a few people lined up.

President York thanked Mr. Landtroop for always keeping his lot and space clean.

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

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

NAYS: (0) None

Approval of Special Event Forms

BOW Clerk Izabelle Galvin Ellis requested the approval of updated Application for Amusement/Entertainment/Open Air License, updated Policy for Special Events involving Road Closures, the newly required Emergency Action Plan (EAP) for Special Events, and the new Special Event Intake Form.

Madam Clerk Izabelle Galvin Ellis addressed the Board explaining the changes for the updated policies and request forms, stating that event requests are now due 90 days before the event, Emergency Action Plans are now required when hosting an event and the new Event Intake Form will help with the workflow of what is needed for the event request.

Mrs. Antisdel asked if there is a template for the Emergency Action Plan, and Madam Clerk stated that it is a plug and play.

Mrs. Moore asked how will we know if they have a liquor license, and Madam Clerk stated that we would need a copy of the license, and it is listed on the checklist and stated in the policy that it is required.

Mrs. Smith asked what the deadline was prior to this new policy, and Madam Clerk stated 30 days.

Mrs. Antisdel asked if we will be reaching out to our annual events for a heads up on the new policy, and Madam Clerk stated yes.

President York stated that a lot of these annual events have grown a lot and we need to make sure we keep the event goers safe.

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

Mrs. Antisdel made a comment thanking everybody for getting this together.

Mrs. Antisdel made a motion to approve all the updated forms and policies, seconded by Mr. Simmons and was approved with the following vote:

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

NAYS: (0) None

Personnel

Request to extend FMLA for a City Employee.

Melisha Henderson, HR Director, addressed the Board explaining that a City Employee is requesting an extension of FMLA through May 12, 2025.

Mrs. Smith asked if she believes it should be granted, and Mrs. Henderson stated yes.

Mrs. Smith made a motion to approve the extension of FMLA, seconded by Mrs. Antisdell and was approved with the following vote:

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

NAYS: (0) None

Payroll Claims Docket

Payroll Docket	March 21, 2025	\$723,775.61
Payroll Docket	April 4, 2025	\$719,940.13
Payroll Pension Docket	April 1, 2025	\$199,805.51

Mrs. Smith made a motion to approve the Payroll Claims Docket as presented, seconded by Mrs. Antisdell and was approved with the following vote:

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

NAYS: (0) None

Claims Docket

April 7, 2025

Municipal	\$4,727,157.56
CDBG	\$199,128.32
Health & Life	\$830,902.96
Special Events	\$5,975.00
Zoo Casino Agreement	\$1,222.00
Workers Comp	\$8,625.00
ARP Local Fiscal Recovery	\$11,029.33
TOTAL CLAIMS:	\$5,784,040.17

President York made a motion to approve the revised claims docket as presented, seconded by Mrs. Smith and was approved with the following vote:

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

NAYS: (0) None

Updates

Update on the Last Splash Event, hosted by Criterion Productions, that will be held on September 27, 2025.

Geoff Miller, Criterion Productions, addressed the Board with an update on the event, stating that they've had several months of good progress and are much farther ahead than they were last year; further explaining that the event will entail a stage for live music, a kids area and beer and alcohol for a last hoorah for summer.

President York stated that they put together a great packet to present to the City to host this event and we were very impressed with everything that Criterion offers.

Mrs. Antisdel asked what other events they host, and Mr. Miller stated the events they host; explaining that they work on a variety of street festivals in the City of Chicago.

Updates – Special Events Department

Eric Williams, Assistant Special Events Director, addressed the Board stating that they kicked off the 2025 event season on March 13th with the St. Patrick's Day Parade and the final count was just about 50 units in the parade with the largest crowd that they've ever had.

Mr. Willaims stated that the next event will be taking place on April 19th and that will be the Michigan City Easter Egg Hunt, and they will be stuffing eggs on April 16th; further explaining what will be taking place at the event, stating that they have changed their golden ticket prizes to be gift cards instead of toys and such, Arnett Construction will be auctioning off two bikes and Easter Baskets, and Traveling Tom's Coffee will be there.

Updates – Parks Department

Shannon Eason, Director of Parks Department, addressed the Board listing off their events for April and May:

- Washington Park Zoo opened on March 29th.
- On April 25th the Zoo will be starting a new program called "Stroller Saari Top Program" that is for two- to five-year-olds.
- Another new program is the Bucket Golf Program that is a portable golf game that will be moving around to all our area parks this summer.
- April 26th is the Michigan City Sustainability Commission's Earth Day Extravaganza at the Senior Center.
- May 2nd & 16th will be the first Bike the City events of the season, in partnership with the Michigan City Police Department.
- May 11th is Mother's Day at the Zoo, where all mothers with a paying child will get free admission to the zoo that day.
- May 23rd starts the Live at the Lakefront concert series that take place at Millenium Plaza every Friday and Saturday for the entire summer.
- May 24th is the RVB Beach Volleyball Tournament at Washington Park.
- Durning Memorial Day Weekend, we will be having Beyond the Beach Music Festival at the amphitheater and combining it with a food truck festival that's in partnership with Harbor Country Adventures and the City's Special Events Team.
- May 26th we will be having another volleyball tournament.
- May 26th will be Military Members Day at the Zoo, if you bring your military ID you will get in for free.
- Saturday May 31st will be the Ribbon Cutting at Water Tower Park at 11 a.m.

Public Comments

Tommy Kulavik, 1316 Ohio St., made a comment reminding everybody that this is the first week for Spring cleanup.

Mr. Kulavik also complained about a few street lights that have been out for awhile throughout the City and need to be repaired.

Terry Greetham, Special Events Director, addressed the Board stating that the Emergency Action Plan that is provided is not the required plan for everybody to fill out, it is available for events that do not already have an emergency action plan.

Dennis Hunter, 135 Johnson Rd., made a comment about the business he works for and what they offer.

Andrew White, 2608 Ohio St., made a comment regarding an easier way to submit complaints or issues to the City.

Board Comment

Mrs. Smith mentioned that our IT Director is looking at a Citywide text communication network that would be funded through ARPA Funds.

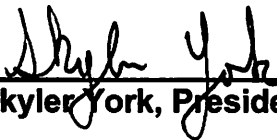
Mrs. Moore asked about an update on the striping for the roads, and Tim Werner, our City Engineer, stated that he has spoken with Reith and Riley who was the contractor for our roads and they will be able to re-stripe the roads when it gets above 50 degrees consistently.

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

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

NAYS: (0) None

Meeting adjourned at 10:08 a.m.



Skyler York, President of BOW



Isabelle Galvin Ellis, Clerk of BOW