

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

The Board of Public Works and Safety met in regular session on Monday, July 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 Antidel, Tamiko Smith, Gene Simmons, Peggy Moore, Skyler York (5)

**Absent:** None (0)

### **Also noted in attendance:**

Corporate Counsel Amber Lapaich; Izabelle Galvin Ellis, Clerk of the Board of Works; Deputy Attorney Ryan Beall; Eric Williams, Assistant Director Special Events; Terry Greetham, Director of Special Events; D'Marcus Brisco, Code Enforcement Manager; Tim Werner, City Engineer; Chief Barrett Taylor, Michigan City Fire Department; Shannon Borders, Assistant Chief Michigan City Fire Department; Andrew Matanic, Director of Information Technology; Dr. Dominique Edwards, Planning Director; Pat Voltz, Parks Department Maintenance; Shannon Eason, Director of Parks Department; Captain Greg Jesse, Michigan City Police Department; Wendy Vachet, Public Works Director; Melisha Henderson, Director of Human Resources; Shante Ivy, Assistant Director of Special Events; Councilman Don Przybylinski; Drew White, ALCO.

### **Approval of Minutes**

Mrs. Moore made a motion to approve the June 16, 2025 minutes as presented, seconded by Mr. Simmons and was approved with the following vote:

**AYES: (5) Antidel, Smith, Simmons, Moore, York**

**NAYS: (0) None**

### **Awarding of Bids**

Awarding of bids for the demolition of the following addresses: 901 Manhattan St., 904 Elston St., 120 W Custer Ave.

D'Marcus Briscoe, Code Enforcement Manager, addressed the Board explaining the properties that need be demolished and asked that we table 901 Manhattan St. due to the situation of the receivership.

Corporate Counsel Amber Lapaich explained the situation with 901 Manhattan St. further, stating that the state of Pennsylvania has presented a Court Order and the Attorney General has gotten involved due to the business practices of the last individual

who owned the property, and now the property is in receivership in the state of Pennsylvania and they have a potential buyer, according to the attorney who's been appointed as the receiver, but they are working on a plan of remediation before the buyer actually purchases the property.

Corporate Counsel Lapaich and Mr. Briscoe asked for the awarding of demolition for this property to be tabled until the August 4, 2025 BOW meeting.

Mr. Simmons asked a question about the court order, and Corporate Counsel Lapaich stated that the court order was correct.

Mrs. Antisdel made a motion to table the awarding of demolition of 901 Manhattan St., seconded by Mr. Simmons and was approved with the following vote:

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

**NAYS: (0) None**

Corporate Counsel Lapaich stated that ACTIN Contracting LLC was the lowest most responsive bid in the amount of \$18,150.00 for the demolition of 904 Elston St.; further stating that ACTIN Contracting forgot to submit their bid bond, but the state of Indiana does not require you to submit a bid bond if the project is less than \$200,000 and the Board can waive any informalities of the submitted bid and approve it.

President York made a motion to award the demolition of 904 Elston St. to ACTIN Contracting LLC in the amount of \$18,150.00 and to waive the bid bond requirement, seconded by Mr. Simmons and was approved with the following vote:

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

**NAYS: (0) None**

Corporate Counsel Lapaich stated that ACTIN Contracting LLC was the lowest most responsive bid in the amount of \$12,700.00 for the demolition of 120 W Custer Ave; further stating that ACTIN Contracting did not submit their bid bond and asked the Board to waive the informality.

President York made a motion to award the demolition of 120 W Custer Ave to ACTIN Contracting LLC in the amount of \$12,700.00 and to waive the bid bond requirement, seconded by Mrs. Antisdel and was approved with the following vote:

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

**NAYS: (0) None**

### **Request to Solicit Quotes**

Request to solicit quotes for Concrete Monolithic Slab and Sidewalk at Walker Street Park/Garden.

Andrew Matanic, Director of IT, addressed the Board explaining that the slab of concrete will be used to build a new shed for the Walker Street Garden; further stating that the slab of concrete will be fully funded by ARPA monies.

Corporate Counsel Lapaich stated that since the project is less than \$150,000.00 we can solicit quotes informally, and once the slab is completed we will solicit quotes for the shed component.

Dr. Dominique Edwards, Planning Director, made a comment.

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

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

**NAYS: (0) None**

### **Task Order**

Tim Werner, City Engineer, requested the approval of design services from Global Engineering for the following:

- Welcome monument sign in the amount not to exceed \$3,500.
- City Hall Employee Entrance & Employee Parking Signs in the amount not to exceed \$4,500.

Tim Werner, City Engineer, addressed the Board stating that City Hall needs new signage for employee parking and our Welcome sign due to the signs deteriorating and being old; further stating that the signage will be paid for through ARPA monies.

Mrs. Smith asked how old the signs were, and President York stated that they were installed during Mayor Oberlie's tenure.

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

Mr. Simmons made a motion to approve the task order for the Welcome monument in the amount to not exceed \$3,500, and the City Hall signage to not exceed more than \$4,500, seconded by Mrs. Smith and was approved with the following vote:

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

**NAYS: (0) None**

### **Road Closure for Special Event**

The Michigan City Zoo requested to close 115 Lake Shore Drive, right in front of the zoo entrance, for their annual Boo at the Zoo event on October 18, 2025 from 8 a.m. to 5 p.m. for the safety of pedestrians crossing to get into the zoo during the event.

Shannon Eason, Director of Parks Department, addressed the Board explaining the annual Boo at the Zoo event and the closure, stating that this is an annual closure for traffic control and safety purposes.

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

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

**NAYS: (0) None**

### **Road Closure for Special Event**

The Michigan City Parks Department requested to close E Street Bridge over Trail Creek on Saturday September 20, 2025 from 8 a.m. to 5 p.m. for information booths and one (1) truck during their 2025 Creekness Stakes Canoe Race.

Shannon Eason, Chair of Trail Creek Watershed, addressed the Board explaining Trail Creek Week and the Creekness Canoe Race; further explaining that they are planning to close down the bridge this year due to people wanting to watch the canoers go under the bridge, so they are moving the festivities to the bridge.

Mrs. Smith asked about the set up of the closure, Mrs. Eason stated that they will have the road North of the bridge closed as well for vendors.

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

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

**NAYS: (0) None**

### **Personnel**

General Insurance Services requested the approval of NQTL Analysis and the 2025 SPD Revision recommendations from PHIA Group for employee benefits.

Eric Gibson, General Insurance Services, addressed the Board explaining the need for the NQTL Analysis; further explaining that the NQTL Analysis is required by the Indiana Department of Labor to show that the City is providing the adequate coverage for mental health care.

President York made a motion to approve the NQTL Analysis pending funding verification, seconded by Mrs. Antisdel and was approved with the following vote:

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

**NAYS: (0) None**

Mr. Gibson explained the need for the 2025 SPD Revision recommendations and the outlined rules of the health plan; further explaining that without this approval the City's health plan can't pay claims and cannot get reimbursement from the Stop Loss Program.

Mrs. Moore made a motion to approve the 2025 SPD Revision recommendations, seconded by Mr. Simmons and was approved with the following vote:

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

**NAYS: (0) None**

### **Request for Trash Receptacle & Sign Repair**

Councilman Don Przybylinski requested the following items:

- Installation of trash receptacle at City bus stop at Northeast corner of Barker Ave. and Franklin St.
- Reconstruction of the stop sign guard rail triangle at the corner of Chicago St., 10<sup>th</sup> St. and Kentucky St.

Councilman Don Przybylinski addressed the Board stating that the City bus stop at the Northeast corner of Barker Ave. and Franklin St. needs a trash receptacle due to people throwing trash on the ground and it blowing in the road and into the parking lot of Walgreens.

Mr. Simmons made a comment stating that he recognized the trash issue as well from investigating the issue.

Mrs. Moore concurs with Mr. Simmons and asked how many trash receptacles we have in inventory right now because after some research, she found that people litter due to lack of enforcement and lack of accessible trash receptacles.

Councilman Don Przybylinski stated he talked to Shong Smith, Street Director, and he shared that there are currently no additional receptacles in the City's inventory right now.

Discussion ensued between President York and Mrs. Moore, Corporate Counsel Amber Lapaich and Tim Werner, City Engineer, regarding the cost and need for trash receptacles.

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

Mrs. Moore made a motion to refer the request for trash receptacles to the City Engineer, seconded by Mr. Simmons and was approved with the following vote:

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

**NAYS: (0) None**

Councilman Don Przybylinski addressed the Board explaining that the triangle guardrail at the corner of Chicago St., 10<sup>th</sup> St. and Kentucky St. needs to be repaired.

Tim Werner, City Engineer, stated that he is going to investigate the situation with the Street Department and see if it needs to be replaced or repaired.

Mr. Simmons made a comment saying if you see something that needs fixed, say something; further stating that you can contact Wendy Vachet, the Public Works Director.

President York made a motion to table the request for trash receptacles and repair of the guardrail until the August 4<sup>th</sup>, 2025 meeting and refer the request for guardrail repair

to the City Engineer, seconded by Mr. Simmons and was approved with the following vote:

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

**NAYS: (0) None**

### **Fire Merit Commission**

Closing of nominations for the Fire Merit Commission.

President York asked if there are any nominations from the fire department.

Mrs. Antisdel made a motion to close the nominations for the Fire Merit Commission, seconded by Mr. Simmons and was approved with the following vote:

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

**NAYS: (0) None**

Madam Clerk, Izabelle Galvin Ellis stated that there were no nominations submitted.

Chief Barrett Taylor, Michigan City Fire Department, asked to reopen nominations until the August 4<sup>th</sup>, 2025 meeting.

President York made a motion to reopen the nominations for the Fire Merit Commission until August 4<sup>th</sup>, 2025 at 8:30am, seconded by Mrs. Moore.

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

**NAYS: (0) None**

### **Payroll Claims Docket**

<b>Payroll Docket</b>	<b>June 27, 2025</b>	<b>\$892,068.08</b>
<b>Payroll Pension Docket</b>	<b>July 1, 2025</b>	<b>\$206,547.23</b>

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

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

**NAYS: (0) None**



## CLAIMS DOCKET

July 7, 2025

<b>Municipal</b>	<b>\$3,296,122.11</b>
<b>CDBG</b>	<b>\$130,705.95</b>
<b>Health &amp; Life</b>	<b>\$637,907.93</b>
<b>Special Events</b>	<b>\$1,500.00</b>
<b>Zoo Casino Agreement</b>	<b>\$0.00</b>
<b>Workers Comp</b>	<b>\$135,603.51</b>
<b>ARP Local Fiscal Recovery</b>	<b>\$146,406.85</b>
<b>TOTAL CLAIMS:</b>	<b>\$4,348,246.35</b>

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

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

**NAYS: (0) None**

### **Request for Stop Sign – Unfinished Business**

Collin Kahn, 716 York St., requested a stop sign or a crossing button on the corner of Oak St. and Belden St. to allow children and pedestrians to cross safely. Tabled from April 21, 2025.

Tim Werner, City Engineer, addressed the Board stating that the high-vis. crosswalk signage has been installed at the crosswalk and recommended removing the request from the pending items list.

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

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

**NAYS: (0) None**

### **Mobile Food Vendor License Request – Unfinished Business**

BreAjah Walker, Fire Truck No. 5, requested the approval of a mobile food vendor license for one (1) year. Her truck will be conducting business at 1801 Franklin St. Tabled from June 2, 2025.

Dr. Dominique Edwards, Planning Director, addressed the Board stating that Ms. BreAjah Walker is currently exploring other locations for her food truck and requested that her application be removed at this time.

Mr. Simmons made a motion to remove the mobile food vendor license request from the pending item list, seconded by Mrs. Smith and was approved with the following vote:

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

**NAYS: (0) None**

#### **Request for Road Repair – Unfinished Business**

Ryan Labis, 3606 Dorchester Rd., requested to repair the road at 3606 Dorchester Rd. Tabled from June 16, 2025.

Tim Werner, City Engineer, addressed the Board stating that the Street Department is going to repair the curb and the Sanitary District will look into having proper drainage installed, and recommended removing the request from the pending items list.

Mr. Simmons made a motion to remove the road repair request from the pending item list, seconded by Mrs. Moore and was approved with the following vote:

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

**NAYS: (0) None**

#### **CSX Repairs Updates**

Updates on the repairs of CSX Woodland Ave and Buffalo St. crossings. Tabled August 19, 2024.

Tim Werner, City Engineer, and Wendy Vachet, Public Works Director, addressed the Board stating they have both been in contact with CSX and the US Senators Office to elevate the situation, and they are waiting on a response for when the tracks will be repaired.

Councilman Don Przybylinski made a comment.

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

Discussion ensued between Ms. Vachet and the Board regarding the timeline of the CSX repairs and when it will be fixed.

Mr. Simmons made a motion to table the CSX repairs until the July 21<sup>st</sup>, 2025 meeting, seconded by Mrs. Antisdel and was approved with the following vote:

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

**NAYS: (0) None**



## **Public Comment**

Tommy Kulavic, 1316 Ohio St., made a comment asking to have the temporary South Shore parking signage taken down at the 11<sup>th</sup> Street Station.

## **Board Comment**

There were no Board comments.

## **Request for Appeal – Condemnation Building Order**

Tyler Kohler, 638 Wilard Ave., requested to appeal a Notice & Order that was issued for a Condemnation Building Order from the Planning Department (Sec.22-336 et seq., Municipal Code).

Petitioners Tyler Kohler, co-owner of 638 Wilard Ave., Jacqueline Parsley, co-owner of 638 Wilard Ave., and Justin Buckley of Marcellus, Michigan appeared in person and without Counsel. Respondent D'Marcus Briscoe, Code Enforcement Manager, and Wendy Vachet, Public Works Director appeared in person and by Counsel, Deputy City Attorney, Ryan Beal.

Witnesses sworn and an agreement from both parties, the Michigan City Code Enforcement and joint owners of 638 Wilard Ave., Ms. Parsley and Mr. Kohler, was made to accept the order of condemnation, secure the property for nobody to live there and clean up the property.

At the conclusion of the hearing, a motion was made by Mrs. Moore to affirm Code Enforcement's Notice & Order for condemnation of 638 Wilard Ave. as Mr. Briscoe has presented. Motion seconded by Mrs. Smith.

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

**NAYS: (0) None**

## **Demolition Hearing**

Public hearing on Order to Demolish Unsafe Building at 408 W 11<sup>th</sup> St. in Michigan City. This was tabled from November 18, 2024.

D'Marcus Briscoe, Code Enforcement Manager, addressed the Board stating that there are active permits on the property and Sue Downs, Building Commissioner, has assessed the property and approved of the work being performed and recommended approval to remove the demolition order from the property; further stating that he has contacted the property owner to let him know that he doesn't need to come to the meeting.

Mrs. Moore asked when the property should be completed, and Mr. Briscoe stated that permits are good for a year and the last permit was pulled in March, so they have until March 2026 to get the property taken care of.

Mr. Briscoe stated that he is going to dismiss the demolition order for the property at 408 W 11<sup>th</sup> St.

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

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

**NAYS: (0) None**

**Meeting adjourned at 10:04 a.m.**

  
\_\_\_\_\_  
President of BOW, Skyler York

  
\_\_\_\_\_  
Clerk of BOW, Izabelle Galvin Ellis