

**MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY  
VALPARAISO, INDIANA  
July 9, 2021**

The Board of Public Works & Safety of Valparaiso, Indiana met July 9, 2021 at 10:00 a.m. in City Hall. Present were Holly Howe and Steve Poulos and Mayor Murphy. Mayor Murphy called the meeting to order and led the Pledge of Allegiance.

**Motion:** Steve Poulos moved that the minutes of the June 25, 2021 meeting be approved, seconded by Holly Howe and so approved with a 3-0 vote.

**Motion:** Steve Poulos moved that the claims be approved for payment subject to appropriation balances, seconded by Holly Howe and so approved with a 3-0 vote.

**2021 Capital Assets Financial Reporting - Peterson Consulting**

Clerk-Treasurer, Holly Taylor requested approval of an Agreement with Peterson Consulting – Capital Asset Services. Jon Peterson will organize all the capital asset forms that the departments turn in. He prepares a financial spreadsheet of all the City’s capital assets that are then used for the Annual Financial Report through Gateway. The cost breakdown for this is: \$2,215.00 for the City, \$970.00 for the Fire Territory, and \$2,215.00 for the Parks.

**Motion:** Holly Howe moved to approve the Agreement with Peterson Consulting, seconded by Steve Poulos and so approved with a 3-0 vote.

**Resolution No. 3, 2021 - Electronic Participation in Meetings**

Attorney Patrick Lyp presented Resolution No. 3, 2021 which establishes the policy by which members of the Board may participate by electronic means of communication. Currently the State is under a Public Health Emergency. Once that is lifted, this Resolution will allow members of the Board to still participate by electronic means if necessary.

**Motion:** Holly Howe moved to approve Resolution No. 3, 2021 establishing the policy by which members may participate by electronic means of communication, seconded by Steve Poulos and so approved with a 3-0 vote.

**Brooks Development Disbursement Request No. 6**

Matt Zurbriggen presented a request from the developer for disbursement of funds from the Series 2019 Construction Fund in the amount of \$770,383.00. There is a land credit that will be applied to this request in the amount of \$83,706.32 which will make the request for disbursement in the amount of \$686,676.68. Engineering and Project management have reviewed this and recommend approval. Attorney Patrick Lyp advised the developer is aware of this credit and agrees. This will be presented to the VCU Board next Tuesday for approval.

**Motion:** Steve Poulos moved to approve Brooks Development Disbursement Request No. 6 in the amount of \$686,676.68, seconded by Holly Howe and so approved with a 3-0 vote.

### **Unsafe Building – Demolition Hearing 205 ½ Nickle Plate**

Attorney Estrada advised the Board that Robert Craig provided him with an engineer's assessment of the building. The engineering report states the building is structurally sound for a storage unit, but not a residential unit. Attorney Estrada recommends the Unsafe Building action be dismissed and this matter be moved to the Property Maintenance/Rental Housing Code Violation Matters.

**Motion:** Steve Poulos moved to dismiss the Unsafe Building action and move this matter to the Property Maintenance/Rental Housing Code Violation matters, seconded by Holly Howe and so approved with a 3-0 vote.

### **Public Assembly Form – Northwest Indiana NOW**

Attorney Lyp presented a Public Assembly form from Northwest Indiana NOW. Their request is to have a Unity March for Reproductive Health Care. This march will be around the courthouse square and possibly the surrounding area. It will end with a rally and picnic on the courthouse lawn. The date for this event is July 25, 2021 beginning at 4:30.

**Motion:** Holly Howe moved to approve the request of Northwest Indiana NOW to assemble on the Courthouse Square on July 25, 2021 beginning at 4:30 pm, seconded by Steve Poulos and so approved with a 3-0 vote.

### **Union Street Closure**

Matt Zurbruggen requested approval of closing Union Street between Garfield and University Park Avenue. The intersection of Garfield and Union will also be closed. NIPSCO is performing gas main work for a residential development on Union Street. The closure will be in effect from July 13, 2021 through July 14, 2021. The Engineering Department and VCU have met to discuss the road closure and recommend approval of the request. They will restore the area to the same condition or better as it is now.

**Motion:** Holly Howe moved to approve the Union Street road closure requested by NIPSCO, seconded by Steve Poulos and so approved with a 3-0 vote.

### **Citizen Requests**

- Valpo Events Wine Fest, July 24, 2021 from 7:00 am to 3:00 pm between Lincolnway and Jefferson Street.

**Motion:** Steve Poulos moved that the citizen request as presented be approved, seconded by Holly Howe and so approved with a 3-0 vote.

### **Don Hovey Drive Project**

Patrick Lyp requested approval of an Agreement for Professional services with Abonmarche. The City is considering some work on Don Hovey Drive. The Agreement with Abonmarche is for site assessments and is in an amount not to exceed \$10,000.

**Motion:** Holly Howe moved to approve the Professional Services Agreement with Abonmarche, seconded by Steve Poulos and so approved with a 3-0 vote.

There was no further business and the meeting was adjourned.