

CITY OF EAST CHICAGO BOARD OF PUBLIC WORKS  
BOARD OF DIRECTORS

BOARD MEMBERS

Val Gomez, President  
William Allen, Vice-President  
Winna Guzman, Member

Special Meeting Minutes

Friday, February 5, 2021, at 3:30 p.m.

Reported by Fissinger & Associates, Ltd.

By: Peggy S. LaLonde

Staff Present: Carla Morgan  
Richard Morrisroe  
Doug Palmer

Call to Order: 3:30 p.m.

Roll Call: Present: Val Gomez, William Allen,  
Winna Guzman

MR. GOMEZ: We have no minutes or no correspondence, we are going to move on to New Business.

First item is Certifications and Assurances, Bus Transit. According to Mr. Frank Rosado, our Transit Director, he explained this is part of their annual certification and assurance, something they do every year. This is for fiscal year 2021 certification and assurance for FTA Assistance Programs. For our City we have ten of the categories out of 21. According to Mr. Rosado, this is required for applicant that East Chicago Transit is submitting.

Are there any questions or comments?  
(None) Entertain a motion to approve the certifications and assurances for FTA East Chicago Bus Transit.

MR. ALLEN: So moved.

MS. GUZMAN: Second.

MR. GOMEZ: Roll call.

Roll Call: "All in Favor": All Abstain: None  
Opposed: None

MR. GOMEZ: Motion carries.

1                   Next we have from the Law  
2 Department, Lexis Nexis. This agreement is for the  
3 website that allows the Law Department to do online  
4 legal research, including cases and statutes. That's  
5 for three years and is billed on a monthly basis. We  
6 have three users, at \$255.00 per user. Are there any  
7 questions or comments on this proposal? (None)

8                   Entertain a motion to approve the  
9 Lexis Nexis, legal research renewal for 2021, for the  
10 Law Department.

11                   MR. ALLEN: So moved.

12                   MS. GUZMAN: Second.

13                   MR. GOMEZ: Roll call.

14 Roll Call: "All in Favor": All           Abstain: None  
15 Opposed: None

16                   MR. GOMEZ: Next we have from Federal  
17 Protection Agency, we have two proposals. We have one  
18 for the heating and cooling shelters as needed. Terms  
19 are \$17.94 per hour per agent. And I believe this is  
20 for the MMLK Rec Center. I believe that's our cooling  
21 and heating center for this year. This provides  
22 security. Any questions or comments on this proposal?

23                   MS. GUZMAN: On the second page, section,  
24 alternative terms/conditions in full effect. It says  
25 there's a 90-day advance notice to cancel. I think the  
normal is 30 days, or is that something that we need to  
be concerned of?

                  MR. GOMEZ: I don't know. That might be  
a question we might have to ask. I believe the fire  
department is over the shelters because the fire  
department is in charge of management, and they are the  
ones over the heating and cooling shelters. What  
section is that?

                  MS. GUZMAN: Either party can choose to  
cancel services, there's a 90-day notice.

                  MR. ALLEN: We've been using these guys  
for years.

                  MR. GOMEZ: I think we have six other  
locations.

1 MS. GUZMAN: I thought that normally the  
Law Department has an addendum.

2

3 MR. GOMEZ: What I'll do, we'll check  
with Miss Morgan when she comes in, and if we have to,  
we'll make an addendum, we can make that addendum at the  
4 next meeting. Our next meeting is next week, so we can  
make an addendum right then. We'll make a note to talk  
5 to Miss Morgan about that 90-day policy. Any other  
questions or comments? (None)

6

Entertain a motion to approve  
Federal Protection Agency LLC proposal for the heating  
7 and cooling shelters for the year 2021.

8

MR. ALLEN: So moved.

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MS. GUZMAN: Second.

10

MR. GOMEZ: Roll call.

11 Roll Call: "All in Favor": All Abstain: None  
Opposed: None

12

MR. GOMEZ: Motion carries.

13

Next we have also from Federal  
Protection Agency, security services agreement, and this  
14 is for the Health Department. The terms are for 50,  
60 hours per week -- same rate -- \$17.94 per hour, and  
15 this is for a lobby control agent. This would be at our  
East Chicago Health Department, at 100 West Chicago  
16 Avenue. Are there any questions or comments on this  
proposal? (None) We'll ask Carla the same question  
17 pertaining to the 90 days.

18

Entertain a motion to approve  
Federal Protection Agency security services agreement  
with East Chicago Health Department 50, 60 hours per  
19 week, at \$17.94.

20

MR. ALLEN: So moved.

21

MS. GUZMAN: Second.

22

MR. GOMEZ: Roll call.

23 Roll Call: "All in Favor": All Abstain: None  
Opposed: None

24

MR. GOMEZ: Motion carries.

25

Next we have Gateway Business

1 Systems Konica copier Maintenance Agreement. This is  
2 for IT and Engineering Department. We have a service  
3 agreement for the Konica and Minolta copiers, one for  
4 Engineering and one for IT. The cost is \$7,154.04 each.  
5 There is a trade in of \$200, which brings the price down  
6 to \$6,954.04, for each. Any questions or comments on  
7 this service maintenance agreement? (None)

8 Entertain a motion to approve the  
9 purchase order for IT Department and for Engineering for  
10 the copier maintenance agreement, amount of \$6,954.04  
11 each.

12 MR. ALLEN: So moved.

13 MS. GUZMAN: Second.

14 MR. GOMEZ: Roll call.

15 Roll Call: "All in Favor": All Abstain: None  
16 Opposed: None

17

18 MR. GOMEZ: Motion carries.

19 Next we have Change Order number 8.  
20 This is improvement at Block Stadium, Phase 4 revised,  
21 bid package number 5, electrical. Contractor is  
22 Midwestern Electric. The contract increased by the  
23 change order \$9,700.00. The reason for the change order  
24 is to supply an additional touch screen in press box for  
25 lighting controls. Is there any questions or comments  
on this proposal from Public Works? (None)

Entertain a motion to approve Change  
Order number 8, improvement for Block Stadium, Phase 4,  
in the amount of \$9,700.00.

MR. ALLEN: So moved.

MS. GUZMAN: Second.

MR. GOMEZ: Roll call.

Roll Call: "All in Favor": All Abstain: None  
Opposed: None

MR. GOMEZ: Motion carries.

Next we have INDOT Project  
Coordination Contract for Indianapolis Boulevard from  
McShane to Michigan, and this from Engineering  
Department.

1 MR. ALLEN: This is renewing our contract  
2 since the previous expired. This is basically to make  
3 sure that we keep the money that they are providing for  
4 this job on Indianapolis Boulevard, from McShane to  
5 Michigan, which is around \$5,000,000.00. We have been  
6 doing this every year.

7 MR. GOMEZ: Is this a grant?

8 MR. ALLEN: Not really a grant, but just  
9 a program where they are applying money to a project of  
10 our choosing, within their own guidelines.

11 MR. GOMEZ: I was looking at the  
12 attachment where it says, federal funds made available  
13 to the LPA, INDOT to pay 80 percent of the cost. That's  
14 why I was wondering if it was a grant. Any other  
15 questions or comments? (None)

16 Entertain a motion to approve  
17 Indiana Department of Transportation local project  
18 coordination contract.

19 MR. ALLEN: So moved.

20 MS. GUZMAN: Second.

21 MR. GOMEZ: Roll call.

22 Roll Call: "All in Favor": All Abstain: None  
23 Opposed: None

24 MR. GOMEZ: Motion carries.

25 Next is Midwestern Electric, Chicago  
Avenue pole replacements proposal. Job total cost is  
\$50,152.50. This is to supply and install?

MR. ALLEN: This is to replace some light  
poles and numerous fixtures on Chicago Avenue.

MR. GOMEZ: Any questions or comments on  
Midwestern Electric's proposal? (None)

Entertain a motion to approve  
Midwestern Electric's proposal for Chicago Avenue pole  
replacements, in the amount of \$50,152.50.

MR. ALLEN: So moved.

MS. GUZMAN: Second.

25

1 MR. GOMEZ: Roll call.

2 Roll Call: "All in Favor": All Abstain: None  
3 Opposed: None

4 MR. GOMEZ: Motion carries.

5 Next we come to the 2021 Facade. We  
6 have the City of East Chicago Board of Public Works  
7 resolution regarding the interlocal cooperation  
8 agreement between the City, EDC, and the Board of Public  
9 Works regarding the Facade Grant Program for the year  
10 2021. We have the resolution of the interlocal  
11 agreement between the City of East Chicago, Board of  
12 Public Works, and East Chicago Economic Development  
13 Commission, regarding the City funding the Facade Grant  
14 Program.

15 MS. MORGAN: Mr. Gomez, would you like me  
16 and the City Planner to summarize this?

17 MR. GOMEZ: It might help.

18 MS. MORGAN: So, this program has been in  
19 existence since 2013, and it was tweaked a bit in 2014.  
20 So the latest resolution that the City Council passed  
21 were Resolutions 14-0003 and 14-0004. One is for the  
22 North Harbor, which has an 80/20 match and funded by  
23 \$150,000 by Gaming funds from the LDA, a line item. And  
24 the rest of the City is funded by \$100,000 from the same  
25 funds, and that's a 50/50 match with the grant.

26 So the way it works is that the City  
27 Planner advises the EDC on applications he receives for  
28 the Facade Grant Program. It allows for improvements of  
29 up to \$25,000 in such things as facade, windows, tuck  
30 pointing, other things that are to the outside of the  
31 buildings, commercial buildings.

32 Commercial buildings are defined as  
33 anything that is commercial on the first floor. It's  
34 okay if there is residential on the second floor. The  
35 point is to improve commercial buildings throughout the  
36 City.

37 So, once the City Planner accepts  
38 the application, he makes a recommendation to the EDC  
39 Board -- Economic Development Commission Board -- on  
40 whether the project should be funded. The business  
41 owner or building owner is obligated to get the  
42 requisite number of estimates. We pick the lowest  
43 responsive bidder. The Board picks the lowest  
44 responsive, and I believe they have 60 days from

1 approval to complete the project, unless extended by the  
Board, if the Board gives them more time to complete it.

2 There are some changes to the  
3 programs -- or tweaks I should say -- that are reflected  
4 in the governmental agreement, which is that the  
5 projects have to be zoned appropriate for their  
6 location. So if they want to propose a project that  
7 would require a variance of any kind, that's not  
8 eligible for the grant. We want things that fit our  
9 design standards for each area of town.

10 Applications must be complete before  
they are submitted to the EDC Board.

11 Provisional change orders, if the  
12 building owner or business owner wants to expand their  
13 project, they can do that on their own dime. The Board  
14 won't entertain change orders. There's been requests  
15 for that in the past and kind of creates some confusion.  
16 So that's going to be prohibited.

17 And then we put a final point on  
18 who's eligible in regards to franchise businesses. If  
19 the business is part of a national regional chain,  
20 there's a presumption that they are getting some kind of  
21 marketing money to improve their location. And so this  
22 program is designed for local business owners to improve  
23 their properties, not -- I don't want to pick on  
24 McDonalds, but they have more than enough money to keep  
25 their buildings up to code -- it's designed for folks  
who, you know, want to make a local investment in local  
business, not to supplement businesses that are getting  
hundreds of thousands of dollars from their national  
parent company.

So, again, this just renews the  
program. The program has been around for years.  
There's been hundreds of thousand of dollars in benefit.  
Our local business owners in our commercial area are  
improving and we'd like for this Board to approve the  
resolution and the contract so the program can be funded  
for this year again. The key part to the funding is  
\$150,000 for North Harbor and \$100,000 for the rest of  
the City. Are there questions?

MR. GOMEZ: So before us we have the  
Board of Works resolution, we have the City of East  
Chicago Economic Development Commission resolution, and  
the interlocal agreement.

MS. MORGAN: Right. So we are asking you  
to approve the resolution and attached interlocal  
agreement. And the other documents included are the

1 Council's resolution from 2014 that created the program  
and enabled us to do the interlocal agreement

2

3 MR. GOMEZ: Once we take our action, the  
EDC --

4 MS. MORGAN: The EDC already approved  
their resolution. So once you do that, then that  
5 interlocal agreement, which is basically a contract,  
will be executed and the program can be funded.

6

7 MR. GOMEZ: Any questions or comments of  
Miss Morgan or Mr. Palmer? (None)

8 Entertain a motion to approve City  
of East Chicago Board of Public Works Resolution 2021,  
number -- I believe -- 62, interlocal agreement between  
9 City of East Chicago, Board of Public Works, and  
Economic Development Commission regarding the Facade  
Grant Program. And Miss Morgan said we have the City of  
10 East Chicago Economic Development Commission resolution  
concerning the Facade Program also, which matches ours,  
11 I believe.

12

MR. ALLEN: So moved.

13

MS. GUZMAN: Second.

14

MR. GOMEZ: Roll call.

15

16 Roll Call: "All in Favor": All Abstain: None  
Opposed: None

17

MR. GOMEZ: Motion carries.

18 I believe that concludes all our  
items in new business. We have no other business.

19 Our next regular meeting will be  
Wednesday, February 10th, at 4:30 p.m. That concludes  
our business for today.

20

Entertain a motion for adjournment.

21

MR. ALLEN: So moved.

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MS. GUZMAN: Second.

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MR. GOMEZ: Roll call.

24 Roll Call: "All in Favor": All Abstain: None  
Opposed: None

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MR. GOMEZ: Motion carries.  
Meeting adjourned.

\*\*\*\* Meeting Adjourned at 3:55 p.m.\*\*\*\*

Approval of the Special Meeting Minutes of  
February 5, 2021

\_\_\_\_\_  
Val Gomez, President

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William Allen, Vice President

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Winna Guzman

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Olga Cosme, Secretary

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C E R T I F I C A T E

I, Peggy S. LaLonde, a competent and duly qualified court reporter, do hereby certify that I did report in machine shorthand the foregoing proceedings and that my shorthand notes so taken at said time and place were thereafter reduced to typewriting under my personal direction.

I further certify that the foregoing typewritten transcript constitutes minutes of the said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Munster, Indiana, this 9th day of February, 2021.

*Peggy S. LaLonde*

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Peggy S. LaLonde, CSR, RPR

