

CITY OF EAST CHICAGO
BOARD OF PUBLIC WORKS

BOARD MEMBERS

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

Meeting Minutes
Thursday, August 11, 2022 @ 4:30 p.m.
Reported for Fissinger & Associates
By: Lisa Pena

CALL TO ORDER: 4:30 p.m.

ROLL CALL: Present: Val Gomez, William Allen.

MR. GOMEZ: We do have a quorum.

STAFF PRESENT: Richard Morrisroe, Olga Cosme.

MINUTES: Regular Meeting July 28, 2022.

Questions/Comments: None.

Motion to approve July 28, 2022 Regular Meeting Minutes made by Val Gomez. Second by William Allen.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

CORRESPONDENCE: None.

NEW BUSINESS:

MR. GOMEZ: We'll move on to New Business. First item on our agenda is Police and Multimedia Vehicles Deemed Surplus. This is from Public Works. We do have a letter from Public Works.

Attached you'll find a description of Police and Multimedia vehicles. We are asking for approval to deem vehicles surplus.

The attached items have reached their max lifespan with the departments. And I am asking for the attached items to be deemed surplus.

1 Please contact me with any questions. Jaylan
2 Robinson, Public Works Manager.

3 And he included pictures of the vin numbers of all
4 these vehicles and pictures of the vehicles themselves.
5 There are six.

6 Are there any questions or comments on the
7 documents from Jaylan Robinson, the correspondence from
8 Jaylan Robinson or on any of these vehicles?

9 Questions/Comments: None.

10 Motion to approve Police and Multimedia Surplus Vehicles from
11 Public Works made by Val Gomez. Second by William Allen.

12 Roll Call: "All in Favor": All Abstain: None
13 Opposed: None Motion Carries.

14 MR. GOMEZ: Next item is AMG Replace Glass Door in
15 Planning. This is also from Public Works.

16 We have from the Director of Public Works, Rene
17 Cid, project description to replace the old glass door with a
18 new glass door in the Planning Department.

19 They have a second quote. The first quote which
20 they're recommending is from AMG Construction \$8,300. The
21 second quote was from Calumet Waste and Recycling. That one
22 was for \$9,500.

23 So they're going with the lower quote from AMG
24 Construction of \$8,300.

25 Any questions or comments on this proposal?

Questions/Comments: None.

Motion to approve AMG Construction Glass Door Replacement
Proposal for Planning Department made by Val Gomez. Second
by William Allen.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

MR. GOMEZ: Next we have from Public Works 2022 Rate
Schedules. We have one from Altorfer Power Systems. We have
their rate schedule.

1 We have Christmas Decor by Serviscape. We have
2 their 2022 Rate Schedule. There's two from Christmas Decor,
3 their Rate Schedule. One is for the Mayor's Office and one
4 is for the Gazebo. But they're similar. It's the same rate.

5 Well, actually these are projects instead of Rate
6 Schedules.

7 The first one, Christmas Decor by Serviscape, is
8 for the Mayor's Office. And this one is for \$13,535.54. And
9 these are PermaLites 365 all around the Mayor's Office
10 Building. And it has a list of the material.

11 Any questions or comments on this proposal from
12 Serviscape?

13 Questions/Comments: None.

14 Motion to approve Christmas Decor by Serviscape for Mayor's
15 Office made by Val Gomez. Second by William Allen.

16 Roll Call: "All in Favor": All Abstain: None
17 Opposed: None Motion Carries.

18 MR. GOMEZ: The second one by Serviscape is for the
19 Gazebo Veteran's Park. They also have the material listed.
20 And this project is for upper and lower group line around the
21 Gazebo. The amount is \$8,778.40.

22 Any questions or comments on this one?

23 Questions/Comments: None.

24 Motion to approve Christmas Decor by Serviscape for the
25 Gazebo made by Val Gomez. Second by William Allen.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

MR. GOMEZ: Now let's return to the Rate Schedules for
2022. The first one is from Altorfer Power Systems. It's
their 2022 Rate Schedule.

The next one is from Best Equipment.

Excuse me. For that first one for Altorfer there's
a not to exceed 25,000.

For Best Equipment we have their Rate Schedule and

1 a not to exceed of 10,000.

2 Next we have Cam's Tree Service. We have their
3 Rate Schedule. We have two Rate Schedules. One for size of
4 the tree and one for Cam's Tree Service for the hauling away
5 of the debris to a licensed clean fill facility.

6 So the first one is just for cutting the trees
7 different sizes from small to extra large. That's their Rate
8 Schedule for 2022. The second one is for hauling away
9 debris. This is for 525 per load.

10 Any questions or comments on this Rate Schedule?

11 MR. ALLEN: You mentioned that it was not to exceed 75 k
12 for the first one. And then the second one is not to exceed
13 30,000.

14 MR. GOMEZ: I did miss that. Thank you.

15 MR. ALLEN: No problem. No further questions.

16 MR. GOMEZ: Next Rate Schedule is from McCann
17 Industries. This is for not to exceed 15,000. It's also for
18 Public Works. And this is their Rate Schedule for heavy
19 equipment and light equipment in shop and in the field.

20 Any questions or comments on this one?

21 Next we have Northwest Indiana Ford Service
22 Departments. We have their hourly Rate Schedules. And these
23 are for the gas vehicles and diesel vehicles.

24 We have the Rate Schedules from Bosak Ford, Webb
25 Ford, Art Hill Ford, Paul Heuring Ford, Currie Motors Ford of
Valpo.

Are there any questions on these Rate Schedules
from these various Ford Dealerships for 2022?

The not to exceed is 25,000.

Next we have De-Vine Landscaping and Property
Management. This is for weed control on the main sidewalks
and easements throughout the City. There's a not to exceed
of 30,000. We have their Rate Schedule for these duties for
2022.

Any questions on this proposal or Rate Schedule?

1 The final Rate Schedule is from Atlas Toyota. It
2 is their field labor rate schedule for 2022 with a not to
3 exceed of 6,000.

4 Any questions on this one?

5 Questions/Comments: None.

6 Motion to approve Altorfer Power Systems, Best Equipment,
7 Cam's Tree Service, McCann Industries, Northwest Indiana Ford
8 Service Departments, De-Vine Landscaping and Property
9 Management and Atlas Toyota 2022 Rate Schedules made by Val
10 Gomez. Second by William Allen.

11 Roll Call: "All in Favor": All Abstain: None
12 Opposed: None Motion Carries.

13 MR. GOMEZ: Now we come to Outstanding Invoices. First
14 one is from Cintas from Public Works. We have three late
15 invoices dated 5/26/2022, 3/11/2022, 4/22/2022 for a total of
16 \$748.96.

17 The explanation for them being delinquent is that
18 invoices were accidentally left in the folder at Public Works
19 and not delivered to City Hall for processing. Therefore
20 were never paid. That was for two invoices.

21 The third invoice was not delivered to Public Works
22 Office. Therefore was never received to make payment. But
23 services were rendered.

24 Any questions or comments on this late invoice from
25 Cintas to Public Works?

Questions/Comments: None.

Motion to approve Cintas Outstanding Invoices made by Val
Gomez. Second by William Allen.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

MR. GOMEZ: Next late invoice is for Alfredo Flores
Carrillo. This is from the Courts. Late invoice is dated
March 23, 2022 for \$70.

Explanation is the purchase order returned because
the invoice was not included with the original documentation.
And this one was for \$70.

1 Any questions or comments on this late invoice?

2 Questions/Comments: None.

3 Motion to approve Alfredo Flores Carrillo Outstanding Invoice
4 made by Val Gomez. Second by William Allen.

5 Roll Call: "All in Favor": All Abstain: None
6 Opposed: None Motion Carries.

7 MR. GOMEZ: Next one is from Planning Department. It is
8 from ICLEI, Local Government for Sustainability USA. It is a
9 late invoice dated 5/21/2021 in the amount of \$200.

10 Explanation is the invoice was e-mailed to the City
11 Planner who is no longer with us, the previous City Planner.
12 So we couldn't really explain why this invoice was late. But
13 we would like to get it processed as soon as possible.

14 MR. MORRISROE: Mr. Chairman, it was also mailed to me.
15 It was a project that the City of East Chicago was taking
16 part in with other Municipalities in Northwest Indiana. We
17 had an intern working with us. And the fee was the \$200.
18 The work was performed.

19 MR. GOMEZ: Any questions or comments?

20 Questions/Comments: None.

21 Motion to approve ICLEI Outstanding Invoice made by Val
22 Gomez. Second by William Allen.

23 Roll Call: "All in Favor": All Abstain: None
24 Opposed: None Motion Carries.

25 MR. GOMEZ: Next we have a late invoice. This is from
the Controller's Office. This is a late invoice to Tyler
Technologies. The invoice is dated 3/31/2022 in the amount
of \$3,000.

And the reason was the invoice was actually sent to
the wrong department.

I have some knowledge of this. It was sent to the
IT Department. Actually it went to the Water Department.
Then from the Water Department to IT and then to the
Controller's.

So that's why it was late. But the services were

1 provided.

2 Any questions or comments?

3 Questions/Comments: None.

4 Motion to approve Tyler Technologies Outstanding Invoice made
by Val Gomez. Second by William Allen.

5 Roll Call: "All in Favor": All Abstain: None
6 Opposed: None Motion Carries.

7 MR. GOMEZ: Next we have the Contract for Luis Serrano.
8 This is for Sunday Artist from Special Events. We do have a
9 letter from Natalie Adams who is I believe the Chairman of
Special Events.

10 Please see the attached contract for Luis regarding
the first act for this past Sunday.

11 The original first act we could not get visas to
12 leave Mexico. Luis brought this to me after your last Board
Meeting.

13 These people did perform on Sunday. I apologize
14 that we are signing this contract after the fact. But they
did get paid by Luis. So we need to reimburse him.

15 It has just been a hectic three months. I will not
16 be at the meeting Thursday. So if you have any questions,
please call me on my cellphone. And she gives a number.

17 I will not be available after that. She wants a
18 call before 2:00.

19 She does include the Agent Service Agreement. And
she mentioned this was to acquire another performer since the
20 first one wasn't able to attend.

21 And this artist did perform. And Mr. Luis Serrano
did pay the artist.

22 And I think just for information we did approve
23 Luis Serrano's contract to be the agent to acquire acts in
the beginning of the year. So that's what this is in
24 reference to.

25 Are there any questions or comments on approving
the contract payment to Luis Serrano in the amount of 25,000?

1 And that would include in addition City shall pay
2 contractor fee of 8 percent of the artist's contract as a
3 booking fee which fee shall equal \$2,000. So this would make
4 it \$27,000.

5 Any questions or comments on this proposal?

6 Questions/Comments: None.

7 Motion to approve Luis Serrano Sunday Artist Contract made by
8 Val Gomez. Second by William Allen.

9 Roll Call: "All in Favor": All Abstain: None
10 Opposed: None Motion Carries.

11 MR. GOMEZ: Next on our agenda we have Donation Check.
12 This is also from Special Events. This is a donation check
13 from Cleveland Cliffs, Inc. in the amount of \$25,000.

14 She has provided a copy of the check. The check
15 actually has been put into our accounts. It came to the
16 Controller's Office the previous week.

17 And as required any time Special Events gets a
18 donation check or any department it has to be brought to a
19 Board for approval.

20 Are there any questions or comments on this
21 donation check from Cleveland Cliffs for Special Events?
22 Questions/Comments: None.

23 Motion to approve Cleveland Cliffs, Inc. Special Events
24 Donation Check made by Val Gomez. Second by William Allen.

25 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

MR. GOMEZ: Next on our agenda we have Resolution
2022-24. It's a transfer of 910 West Carroll to
Redevelopment.

There's some questions which we have to resolve
before we address this issue.

The question is whether this Resolution should be
to Redevelopment or whether the Board of Works should just
approve it on its own.

1 So until we get more information we are going to
2 table this one to the next meeting. So that one will be
3 tabled.

4 Next we have Amereco. This is East Chicago Legacy
5 Landfill. This is from Engineering. The project is East
6 Chicago City Dump Evaluation.

7 This is from Engineering, right?

8 MR. ALLEN: Yeah. This is the Engineering Department.
9 This is a proposal from Amereco to help us identify,
10 continuing to remove any of the waste that was dumped on
11 property that belongs to the City which is alongside the
12 canal close to our pump station near Michigan Street. The
13 total price is \$87,701.

14 And again what they'll do is take samples, reports,
15 survey and help us come up with bid documents to actually
16 clean up this area that individuals have been dumping for a
17 number of years.

18 MR. GOMEZ: Once again the amount is \$87,701, right?

19 MR. ALLEN: Yes.

20 MR. GOMEZ: I have no further questions or comments.
21 Any others?

22 MR. MORRISROE: If I may, the concern also there is the
23 Grand Calumet River. This dump is right alongside of it.

24 Some things have been shown to have been leaching
25 into the Grand Calumet River. That's why they're coming to
the City trying to do something about it.

 MR. GOMEZ: For the record this is a former dump. It's
not in use anymore.

 MR. MORRISROE: Correct.

Questions/Comments: None.

Motion to approve Amereco East Chicago Legacy Landfill
Proposal made by Val Gomez. Second by William Allen.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

1 MR. GOMEZ: Next we have Cam's Tree Service Tree Removal
2 for Indianapolis Boulevard Project. This is from
Engineering.

3 MR. ALLEN: These are just rates for tree removal on
4 Indianapolis Boulevard from Columbus Drive to Chicago Avenue
5 in preparation for our underground project that we hope to
6 get started with either this Winter of 2022 or Spring of '23.
Just depends on when the materials come in for sewer and
water.

7 Do not exceed amount of \$75,000.

8 MR. GOMEZ: Is this going to take down all the trees
along the project?

9 MR. ALLEN: It will take down a large number. And the
10 reason for that is because they conflict with the service
line for water and sewer.

11 And if we do leave them in and they're really close
12 to the service lines we run the risk of killing the trees
anyway. And then they'll be removed at a later time.

13 Questions/Comments: None.

14 Motion to approve Cam's Tree Service Tree Removal Rates made
15 by Val Gomez. Second by William Allen.

16 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

17 MR. GOMEZ: Next we have First Group Supplemental
18 Number 3 for Roxana Neighborhood Storm and Sanitary Analysis.
This is from Engineering.

19 MR. ALLEN: This is a proposal from First Group
20 Engineering to take care of construction supervision for the
lining of our sewers east of Indianapolis Boulevard all the
21 way to the Sanitary District.

22 So they'll help us prepare bid documents, take us
to bid and then acquire prices to actually perform the work.

23 MR. GOMEZ: And it's a not to exceed of \$581,885, right?

24 MR. ALLEN: This is a supplement. This is technically
25 the third one. So that raises the do not exceed amount.

1 They're asking for an additional \$196,000 to bring
2 them to that new do not exceed amount.

3 Questions/Comments: None.

4 Motion to approve First Group Supplemental Number 3 for
5 Roxana Neighborhood Storm and Sanitary Analysis made by Val
6 Gomez. Second by William Allen.

7 Roll Call: "All in Favor": All Abstain: None
8 Opposed: None Motion Carries.

9 MR. GOMEZ: Next we have Midwestern Electric 2022
10 Emergency Maintenance Repair Rates.

11 MR. ALLEN: This is the rates to take care of emergency
12 repairs throughout the City. Do not exceed amount of
13 \$60,000.

14 Questions/Comments: None.

15 Motion to approve Midwestern Electric 2022 Emergency Rate
16 Schedule made by Val Gomez. Second by William Allen.

17 Roll Call: "All in Favor": All Abstain: None
18 Opposed: None Motion Carries.

19 MR. GOMEZ: Next we have Morrison Construction 2022
20 Emergency Repairs Schedule. It has a not to exceed of
21 \$50,000. And this is for time, material and equipment
22 rental.

23 MR. ALLEN: They mostly take care of repairs and
24 maintenance for our Dickey Road Lift Bridge.

25 MR. GOMEZ: Any other questions or comments?

Questions/Comments: None.

Motion to approve Morrison Construction 2022 Emergency Repair
Rate Schedule made by Val Gomez. Second by William Allen.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

MR. GOMEZ: Next we have R&D Construction Emergency
Repairs for Roxana with a not to exceed of 100,000.

And this is for emergency repairs?

1 MR. ALLEN: Yes. Both for R&D and Hasse Construction.
2 Both are not to exceed amounts of \$100,000.

3 And it's for just in case when our current
4 contractor is lining the sewers any emergency repairs that
5 need to be made will be made by these two contractors.

6 MR. GOMEZ: Any other comments?

7 Questions/Comments: None.

8 Motion to approve R&D Construction and Hasse Construction
9 Emergency Repair Rates for Roxana made by Val Gomez. Second
10 by William Allen.

11 Roll Call: "All in Favor": All Abstain: None
12 Opposed: None Motion Carries.

13 MR. GOMEZ: Next we have DLZ Supplemental Number 1 for
14 the Marina Security Guard Building, Drainage and Paving
15 Project. And this has a not to exceed of \$97,250.

16 MR. ALLEN: Correct. So we previously a couple years
17 ago approved a proposal from the Engineering Firm to do
18 design services out at the Marina Lakefront area.

19 The total cost was \$105,000. This will be the new
20 amount. We're just changing some things within the scope to
21 be more focused on the draining aspect rather than the
22 security guard house.

23 So they're not asking for any additional funds.
24 This is just to use the same funds that were awarded to them
25 originally, but just with altered scope.

MR. GOMEZ: Any other comments?

Questions/Comments: None.

Motion to approve DLZ Supplemental Number 1 for Mariana
Security Guard Building, Drainage and Paving Project made by
Val Gomez. Second by William Allen.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion Carries.

MR. GOMEZ: Next we have Vavrek Architects, Incorporated
Public Works Feasibility Study. This is for Engineering.

1 Do you want to comment on this one?

2 MR. ALLEN: Yeah. This is just a Feasibility Study from
3 Vavrek to help determine the best location for our Public
Works Department.

4 MR. GOMEZ: And the cost would be for the Study \$13,600.

5 MR. ALLEN: Correct.

6 Questions/Comments: None.

7 Motion to approve Vavrek Architects, Inc. Public Works
8 Feasibility Study made by Val Gomez. Second by William
Allen.

9 Roll Call: "All in Favor": All Abstain: None
10 Opposed: None Motion Carries.

11 MR. GOMEZ: Next we have IN-DOT. This concerns US 12,
12 Columbus Drive, and McShane. This is from Engineering.

13 This is a Utility Agreement for Project Number
14 1500090.

15 MR. ALLEN: IN-DOT has a construction project,
16 intersection improvement project at the intersection of
Railroad, Columbus Drive and McShane.

17 We previously approved the agreement with them last
18 year. When they went out to bid, they only received one bid.
19 And it wasn't favorable. So they had to rebid the project.

20 So along with that they're asking that we pretty
21 much renew a contract between us and them since according to
22 them six months have elapsed which requires them to have a
23 new agreement.

24 So it's the same as before. We're establishing a
25 budget of \$200,000.

26 However within the agreement between us and IN-DOT
27 they're stating that our portion of the job should come out
28 to be \$157,630. But again we are going to budget \$200,000.

29 MR. GOMEZ: Any other comments?

30 MR. ALLEN: And our portion is taking care of relocating
31 existing water main so it's out of the way of drainage

1 structures that will be installed within that intersection.

2 No further comments.

3 Questions/Comments: None.

4 Motion to approve IN-DOT US12 and McShane Utility Agreement
made by Val Gomez. Second by William Allen.

5 Roll Call: "All in Favor": All Abstain: None
6 Opposed: None Motion Carries.

7 MR. GOMEZ: Next we come to Right-of-Way Applications.
8 We have Board of Public Works Permit Applications Number
22-0463 through 22-0468.

9 Any questions or comments on these?

10 Questions/Comments: None.

11 Motion to approve Permit Applications 22-0463 through 22-0468
made by Val Gomez. Second by William Allen.

12 Roll Call: "All in Favor": All Abstain: None
13 Opposed: None Motion Carries.

14 OTHER BUSINESS: None.

15 * Next Regular Meeting Date: Thursday, August 25,
16 2022 @ 4:30 p.m.

17 Motion to adjourn made by Val Gomez. Second by William
18 Allen.

19 Roll Call: "All in Favor": All Abstain: None.
20 Opposed: None Motion Carries.

21 * Meeting ended at 5:01 p.m.

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1 Approval of the Meeting Minutes of
2 Thursday, August 11, 2022

3 Approved and Signed _____
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5 _____
6 Val Gomez, President
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8 _____
9 William Allen, Vice President
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12 Winna Guzman, Member
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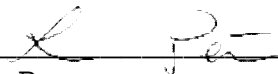
14 _____
15 Olga Cosme, Board Secretary
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C E R T I F I C A T E

I, Lisa Pena, 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 said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Portage, Indiana, this 20th day of August, 2022.



Lisa Pena
Notary Public Porter County
Certified Shorthand Reporter
License Number 084-003483

