

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
Thursday, August 17, 2023, at 3:30 p.m.

Reported by Fissinger & Associates, Ltd.
By: Peggy S. LaLonde

Staff Present: Olga Cosme

Call to Order: 3:30 p.m.

Roll Call: Present: Val Gomez
William Allen
Winna Guzman

MR. GOMEZ: Good afternoon everyone. I'd like to call to order the special meeting of the Board of Public Works for August 17th, 2023.

Next we have approval of the regular meeting minutes of Thursday, July 27, 2023. I'd make a motion to approve as written.

MR. ALLEN: Second.

MR. GOMEZ: All in favor say aye?
(All signify aye.)

MR. GOMEZ: Motion carries.

We have no correspondence. We'll move on to New Business. First item on the agenda is Gluth Brothers, roof repairs, from Public Works. We have a roof repair, time and material and equipment rates. This is an annual service provided. Contract basically is their rate schedule with a not-to-exceed of \$10,000.00. Any questions or comments on this rate schedule for 2023 to July of 2024? (None)

There being no further questions or comments, I'd like to make a motion we approve Gluth Brothers rate schedule for Public Works for 2023 through 2024, July.

MR. ALLEN: Second.

1 MR. GOMEZ: All in favor say aye?
(All signify aye.)

2 MR. GOMEZ: Motion carries.

3 De-Vine Landscaping and Property
4 Management, this is for weed control on the sidewalks
5 and easements throughout the City. There is a rate
6 schedule and not-to-exceed of \$30,000.00. Any questions
7 or comments on this rate schedule? (None)

8 There being no further questions or
9 questions, I'd like to make a motion we approve De-Vine
10 Landscaping and Property Management weed control
11 proposal for Public Works.

12 MR. ALLEN: Second.

13 MR. GOMEZ: All in favor say aye?
(All signify aye.)

14 MR. GOMEZ: Motion carries.

15 Next we have, this is for Public
16 Works, two vehicles. Two Ford Maverick pickup trucks
17 for the Parks Department. The price is \$52,556.00 for
18 both, individually \$26,278.00. There is a question on
19 the funding. We do have a funding source, but the
20 Mayor's financial adviser asked us to put a hold on it.
21 Jalan Robinson, who is their vehicle management person,
22 also he's temporarily Public Works department head, said
23 he has the okay from the Mayor to go through with this.

24 If there is no other questions or
25 comments, I'd like to make a motion we approve the
purchase of two Ford Maverick pickup trucks subject to
funding.

MR. ALLEN: Second.

MR. GOMEZ: All in favor say aye?
(All signify aye.)

MR. GOMEZ: Motion carries.

Next we have vehicle surplus. This
is Wastewater vehicle 7816. We do have a letter from
Jalan Robinson, Public Works Manager, asking for the
Board of deem this vehicle as surplus. He gives a
report on the condition of the vehicle, 66,269 miles,
very poor condition. Vehicle is worn out. Vehicle
still runs, but after running half hour the vehicle
shakes and rattles. Vehicle needs new transmission.
His recommendation is the vehicle be deemed surplus. He
has all the pertinent information listed on this
vehicle. Any questions or comments on this proposal to
deem as surplus?

1 MS. GUZMAN: There's a question as to
2 whether approval is needed by the respective Sanitary
3 Board.

4 MR. GOMEZ: We'll add that to the motion.
5 Any other questions or comments? (None)

6 There being no further questions or
7 comments, I'd like to a motion we approve the request
8 from Public Works for declaring this vehicle as surplus,
9 and that we gather information whether this needs to be
10 also taken before the Sanitary Board.

11 MR. ALLEN: Second.

12 MR. GOMEZ: All in favor say aye?
13 (All signify aye.)

14 MR. GOMEZ: Motion carries.

15 We'll go with outstanding invoices.
16 I'll read each one individually and make one motion for
17 all of them. First one is from Gateway Business, Public
18 Works. There are two late invoices dated 4/18/2023 for
19 total of \$56.60. The reason for late payment was,
20 invoices were not e-mailed over to the front office.
21 Vendor had called about past due. This is a question
22 about the invoice getting to the office. Any questions
23 or comments on this late invoice? (None)

24 Next one also from Public Works from
25 Shindler Elevator. This is an invoice dated 4/10/2023,
amount of \$1,800.00. Explanation, invoice was not sent
to Public Works office. Invoice was not made aware
until statement arrived in the mail. Any questions or
comments on this late invoice? (None)

Next one is Fire Department, this is
with Cintas. This date is 6/2/23, amount \$102.99. The
explanation, never received invoice from Station 4. Any
questions or comments on this invoice from Cintas to the
Fire Department? (None)

Next we have from East Chicago
Marina, Federal Protection Security. We have late
invoice dated 5/1/23, 5/8/23, 5/15/23, 5/22/23, 5/29/23,
6/5/23, 6/12/23, 6/18/23 and 6/26/23; nine invoices.
The total of these late invoices is \$34,014.72. The
explanation, Marina says they had insufficient funds.
They had to wait till extra funds were available to pay
them. That's the reason it was late. Any questions or
comments on this one? (None)

Lake Shore Chamber of Commerce, this
is from the Mayor's office. The amount is \$5,523.70.
Explanation, unable to pay invoice because of

1 insufficient funds. Budget transfer was requested and
2 completed on July 23rd, 2023. They did transfer to get
the funds. Any questions or comments? (None)

Motorola from the Police Department.
3 Late invoice for Motorola Solutions, training that was
4 held April 10th to 13th. Officer Jiminez attended and
and the late invoices were dated 5/25/23 and the various
5 dates in April, which were April 10th through 13th. And
the amount total is \$2,571.70. And the explanation,
6 they were not turned in to the Service Department in a
timely manner. It was an internal situation that
7 delayed the invoices. Any questions or comments on this
late invoice? (None)

Next one is also from the Police
8 Department. We have late invoice from Safe Life
Defense. This is for multi safety vests and the date is
9 6/17/23, amount of \$697.21. Explanation e-mailed to the
Training Department and not forwarded to the Service
10 Department in a timely manner. So another internal
mistake. Any questions or comments on this one? (None)

11 That concludes all late invoices.
I'd like to make a motion we approve payment on these
12 late invoices to the various vendors.

13 MR. ALLEN: Second.

14 MR. GOMEZ: All in favor say aye?

(All signify aye.)

15 MR. GOMEZ: Motion carries.

Next we have donation check to the
16 Police Department. East Chicago Police Department
received a donation check for Community Outreach
17 Programs. Received \$100.00 money order to the East
Chicago Police Department for their future community
18 outreach events. And we do have a copy of the check.
It's from the company PLS Incorporated. Any questions
19 or comments on this donation check? (None)

20 There being no further questions or
comments, I'd like to a make a motion we approve the
Police Department receiving of this donation check.

21 MR. ALLEN: Second.

22 MR. GOMEZ: All in favor say aye?

(All signify aye.)

23 MR. GOMEZ: Motion carries.

24 Next we have from Lexipol, agreement
with the East Chicago Police Department annual one year
25 subscription for the police academy, the software data

1 for mandated training for all police officers. Funding
2 has been secured within the Police Local Law Enforcement
and Consumer Education Fund, and we do have the proposal
3 amount for \$5,356.00, the annual rate. This is a
continuing project or proposal that they have every year
4 for their training. Any questions or comments? (None)

5 There being no further questions or
comments, I'd like to make a motion we accept Lexipol
for the Police Department for the year 2023.

6 MR. ALLEN: Second.

7 MR. GOMEZ: All in favor say aye?
(All signify aye.)

8 MR. GOMEZ: Motion carries.

9 Next we have from the Fire
Department request to declare surplus certain items. We
10 have a letter from the Deputy Chief outlining certain
items to be declared surplus and put it up for auction
or disposed of. Any questions or comments on the
11 request? (None)

12 There being no further questions or
comments, I'd like to make a motion we approve the Fire
Department's request for declaring the various items
13 listed as surplus.

14 MR. ALLEN: Second.

15 MR. GOMEZ: All in favor say aye?
(All signify aye.)

16 MR. GOMEZ: Motion carries.

17 Next we have from Special Events.
We have Sunbelt Rentals. This is a request from
18 Director of Special Events for service sanitation for
the Polish Fest and Fusic Fest. These items are for
Fusic Fest. They increased the number of units that had
19 been agreed to in the contract that we approved
previously, that's why it exceeded the amount. So the
20 total for Sunbelt proposal is \$4,141.43. Any questions
or comments on this proposal? (None)

21 There being no further questions or
comments, I'd like to make a motion we approve Sunbelt
22 Rentals addition to their original proposal.

23 MR. ALLEN: Second.

24 MR. GOMEZ: All in favor say aye?
(All signify aye.)

25 MR. GOMEZ: Motion carries.

1 Next we have Service Station. This
2 is also from Special Events and this is a similar
3 request as with Fusic Fest. They needed more of these
4 port-a-potties than what was in the original proposal.
5 The additional cost is for 950 additional equipment.

6 MS. GUZMAN: This is for the Kielbasa
7 Fest. The other one was for Fusic.

8 MR. GOMEZ: Thank you for that
9 correction. So this is for Kielbasa Fest with Service
10 Station, providing more port-a-potties. The amount is
11 \$950.00. Any other questions on this? (None)

12 There being no further questions or
13 comments, I'd like to make a motion we accept Service
14 Station service agreement for Kielbasa Fest, which is to
15 be held on the 19th of August.

16 MR. ALLEN: Second.

17 MR. GOMEZ: All in favor say aye?
18 (All signify aye.)

19 MR. GOMEZ: Motion carries.

20 Next we have JLM Production. This
21 is also for Special Events. This is for the Fusic Fest
22 during August 4th through 6th, and these items were
23 damaged due to the storm. Just for the record we had a
24 pretty severe storm on the second day, it canceled the
25 event and a lot of damage to the stage and the fest
area. So this is a result of that storm, and the amount
is \$15,450.80. Are there any questions or comments on
this proposal? (None)

 There being no further questions or
comments, I'd like to make a motion we approve Special
Events request for JLM Production LLC for their proposal
amount of \$15,456.80.

 MR. ALLEN: Second.

 MR. GOMEZ: All in favor say aye?
(All signify aye.)

 MR. GOMEZ: Motion carries.

 Next we have from Lamar, this is
from Multi Media. We do have correspondence from Steve
Segura from Multi Media. This is the contract for Lamar
for next year. We need to put this before the Board of
Works. Our contract ends in mid December and we are
getting things ready for next year. The contract is
attached and there's an increase of \$400.00 for 2024.

1 The amount for the contract for 2024 is \$25,480.00. He
2 does list all the locations that these posters and
3 billboards are at. He also includes a map of the
4 location they were going to be placed and different
pictures for the Board themselves to review. Any
questions or comments on this proposal from Lamar?
(None)

5 There being no further questions or
6 questions, I'd like to make a motion we approve the
7 contract with Lamar for Multi Media for 2024
8 advertisements and posters and billboards in the amount
9 of \$25,480.00.

10 MR. ALLEN: Second.

11 MR. GOMEZ: All in favor say aye?
12 (All signify aye.)

13 MR. GOMEZ: Motion carries.

14 Next we have Dentons Bingham
15 Greenebaum LLP. This is from the Law Department and the
16 Mayor's office. This is an agreement with this company
17 to represent the City in providing government lobbying
18 services to the City, including research and possible
19 planning of the City and operation of the government of
the City, and also track Grant opportunities and work in
the City and government officials to develop
opportunities.

20 I spoke with the Mayor's office and
21 also Chief of Staff. The way this will work, any City
22 department can seek their assistance on grants. And for
23 the record, so long as they get final approval from the
24 Mayor's office before the grant work is actually
25 approved. So all work with this company has to be
approved with the Mayor's office. The departments can
contact them, but before they finalize anything, it has
to be approved by the Mayor. That's a policy we have
with our grants.

Terms of this contract is the
monthly contract flat fee of \$5,000.00. And according
to the Mayor's office, if they are satisfied with the
work they are doing, they will continue month-to-month
at that rate. Any questions or comments?

MS. GUZMAN: Says services will begin on
June 15th, so is this retroactive?

MR. GOMEZ: I asked him if it should be
retroactive, the Mayor said there has been no action so
we can just use today's date. Any other questions or

1 comments? (None)

2 There being no further questions or
3 comments, I'd like to make a motion to accept Dentons
4 Bingham Greenebaum's proposal with the City for the
5 aforementioned services.

6 MR. ALLEN: Second.

7 MR. GOMEZ: All in favor say aye?
(All signify aye.)

8 MR. GOMEZ: Motion carries.

9 Next, Milestone Contractors, change
10 order #6 for Kennedy Avenue reconstruction. This comes
11 to us from Robinson Engineering who is overseeing the
12 project.

13 MR. ALLEN: This is a balance in the
14 change order comparing to the original list that was
15 actually installed. There is a savings of \$35,036.65
16 compared to the original contract cost versus the end of
17 the project. There will be \$1,172.85 of overrun.

18 MR. GOMEZ: So that's a reduction, that's
19 good. Any questions or comments? (None)

20 There being no further questions or
21 comments, I'd like to make a motion we accept the
22 recommendation for change order #6 from Robinson
23 Engineering with Milestone Contractors.

24 MR. ALLEN: Second.

25 MR. GOMEZ: All in favor say aye?
(All signify aye.)

MR. GOMEZ: Motion carries.

Next Hessville Plumbing, paving
project. This is for manhole repair for the paving
project for the City of East Chicago. It's a rate sheet
and hourly services and prices. This will be May 1st to
December 31st, 2023, and not-to-exceed of \$100,000.00.
Any other comments?

MS. GUZMAN: Just a note that the Board
approved this contract on June 15th.

MR. ALLEN: This is being approved by our
Board to continue doing work as a result of our
Engineering Department's projects to do resurfacing
throughout the City. We came across manholes that
needed to be replaced or repaired, so this will allow

1 them to do so.

2 MR. GOMEZ: Any other questions or
3 comments? (None)

4 There being no further questions or
5 comments, I'd entertain a motion to approve Hessville
6 Plumbing, paving project rate sheet for May 31st to
7 December 31st, not-to-exceed \$100,000.00.

8 MR. ALLEN: Second.

9 MR. GOMEZ: All in favor say aye?
10 (All signify aye.)

11 MR. GOMEZ: Motion carries.
12 Next right-of-way applications. We
13 have 23-04571 through 23-0485. Any questions or
14 comments? (None)

15 There being no further questions or
16 comments, I'd like to make a motion we accept the
17 aforementioned Board of Public Works permit
18 applications.

19 MR. ALLEN: Second.

20 MR. GOMEZ: All in favor say aye?
21 (All signify aye.)

22 MR. GOMEZ: Motion carries.
23 We have no other business. Our next
24 regular meeting will be August 24, 2023, at 4:30. That
25 concludes all items on the agenda, I will make a motion
to adjourn.

MR. ALLEN: Second.

MR. GOMEZ: All in favor say aye?
(All signify aye.)

MR. GOMEZ: Motion carries.
Meeting adjourned.

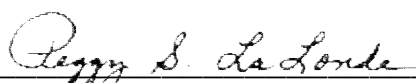
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C E R T I F I C A T E

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 22nd day of August, 2023.



Peggy S. LaLonde, CSR, RPR

