

CITY OF EAST CHICAGO BOARD OF PUBLIC WORKS  
BOARD OF DIRECTORS

BOARD MEMBERS

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

Regular Meeting Minutes  
Thursday, September 28, 2023, at 4:00 p.m.

Reported by Fissinger & Associates, Ltd.

By: Peggy S. LaLonde

Staff Present: Olga Cosme  
Richard Morrisroe

Call to Order: 4:00 p.m.

Roll Call: Present: Val Gomez  
William Allen  
Winna Guzman

MR. GOMEZ: Good afternoon everyone. I'd like to call to order the meeting of the Board of Public Works for September 28th, 2023.

First on the agenda is approval of the minutes of Thursday, September 14, 2023. I'd like to make a motion we approve both 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 from Cam's Tree Service for Public Works. We have Cam's Tree Service rate schedule for various size trees, not-to-exceed of \$50,000. Any questions or comments?  
(None)

There being no questions or comments, I'd like to make a motion we accept Cam's Tree Service proposal for 2023.

MR. ALLEN: Second.

MR. GOMEZ: All in favor say aye?

1 (All signify aye.)

MR. GOMEZ: Motion carries.

2 Next we have from De-Vine  
3 Landscaping and Property Management, this is also from  
4 Public Works. This is a proposal for snow removal for  
5 2023 and 2024, various prices at different locations  
6 with a not-to-exceed of \$50,000. Are there any  
7 questions or comments on this proposal? (None)

8 There being no further questions or  
9 comments, I'd like to make a motion we approve the  
10 proposal for snow removal by De-Vine Landscaping.

MR. ALLEN: Second.

MR. GOMEZ: All in favor say aye?

(All signify aye.)

MR. GOMEZ: Motion carries.

11 Next, Cargill, INDOT road salt rates  
12 for 2023-2024, also from public works. We have the rate  
13 schedule for these under the LaPorte area and the price  
14 is \$83.96 per ton. Our not-to-exceed for East Chicago  
15 it would be \$1800 for salt. So, sounds like it's  
16 \$29,500.25 for the District and our share would be  
17 \$1800.00. Any questions or comments on this proposal?

18 I think previously this was all set  
19 up by INDOT and we had to promise to purchase the amount  
20 that would be in the agreement, and our amount is  
21 \$1800.00. Any questions or comments? (None)

22 There being no questions or  
23 comments, I'd like to make a motion we approve Cargill's  
24 agreement with the City of East Chicago through INDOT to  
25 purchase salt.

MR. ALLEN: Second.

MR. GOMEZ: All in favor say aye?

(All signify aye.)

MR. GOMEZ: Motion carries.

26 Next we have ESRI, ArcGIS winter  
27 weather proposal for Public Works. We do have a letter  
28 from Jaylan Robinson, which is explaining this is  
29 basically following comprehensive software and  
30 implementation services and support for the  
31 configuration of the ArcGIS winter weather solution. So  
32 this is software which assists our Public Works  
33 Department in fine tuning their snow removal operations.  
34 The amount for the program would be \$48,685.00. Any  
35 questions or comments on this proposal?

1 MR. ALLEN: There's an 84,000 number. Is  
2 that a different quote?

3 MR. GOMEZ: The signature page supports  
4 the 48,000.

5 MR. ALLEN: So we want to go with the  
6 amount that's for the subscription, for the 48,000 since  
7 that's the only signature page?

8 MR. GOMEZ: The proposal for East Chicago  
9 is the only one that has the contract number and that  
10 has the 48,000.

11 MR. ALLEN: It doesn't have the  
12 professional services.

13 MR. GOMEZ: I didn't think we accepted  
14 that part in their proposal. Looks like that's an  
15 option if we want to get that.

16 MR. ALLEN: I'm okay with doing it minus  
17 the professional services, especially since that was  
18 laid out in the actual quote. That's fine. I have no  
19 more questions or comments.

20 MR. GOMEZ: There being no further  
21 questions or comments, I'd like to make a motion we  
22 accept ESRI ArcGIS, their winter weather proposal for  
23 Public Works in the amount of \$48,685.00.

24 MR. ALLEN: Second.

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

MR. GOMEZ: Motion carries.

Next is Cintas from the Fire  
Department. This is their annual rates for various  
services that they provide for the Fire Department.  
They have a not-to-exceed \$10,000. It does go through  
the various departments, but we are only addressing the  
Fire Department. Any questions or comments on this  
proposal from Cintas and the East Chicago Fire  
Department? (None)

There being no further questions or  
comments, I'd like to make a motion we accept Cintas's  
proposal for East Chicago Fire Department with  
not-to-exceed of \$10,000.00.

1 MR. ALLEN: Second.

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

3 MR. GOMEZ: Motion carries.

4 Next we have a donation check for  
5 East Chicago Fire Department. We have a letter from  
6 Chief Carpenter saying NIPSCO awarded the East Chicago  
7 Fire Department a grant of \$1500.00 as part of their  
8 Public Safety, Education, and Training Program. This  
9 check directly covers the outside Smoke Detector Safety  
10 Program. Any questions or comments on this donation?  
11 (None)

12 There being no further questions or  
13 comments, I'd like to make a motion we accept the  
14 donation check from NIPSCO to the East Chicago Fire  
15 Department.

16 MR. ALLEN: Second.

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

18 MR. GOMEZ: Motion carries.

19 Next we have proposal from Star  
20 Uniform. This is requesting approval of uniforms for 10  
21 recruits for the Fire Department. Attached is the final  
22 quote amount for uniforms for new recruits. The total  
23 cost is \$16,104.00. We have located available funds in  
24 the account, and he gives the account number of  
25 201001-439096. Any questions or comments on this  
proposal? (None)

There being no further questions or  
comments, I'll make a motion we approve Star Uniform  
proposal for the Fire Department for their 10 new  
recruits.

MR. ALLEN: Second.

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

MR. GOMEZ: Motion carries.

Next we have Tri-Electronics, radio  
repeaters from the IT Department. Our IT Director,  
Kevin Klocek, gave us a description. They will be  
relocating the two repeater towers at City Hall parking  
lot to the tower at the Sanitary District. Minus the  
labor costs of location, we'll be purchasing new rather  
than the cost of moving. The radio equipment will be  
relocated and they submitted quote for this relocation

1 of \$14,782.00.

2 Number 2, Tri-Electronics will  
3 install new repeaters and hardware, which will be  
4 programmed for the City-wide emergency response channel.  
5 Once installed will have two dedicated channels for this  
6 emergency response. The submitted quote for new  
7 emergency response repeaters of \$10,075.00. The total  
8 of the two proposals would be \$14,710 and \$10,705, total  
9 of \$25,415.00 for relocating the repeaters and all the  
10 other costs associated with it. Any questions or  
11 comments on this proposal? (None)

12 There being no further questions or  
13 comments, I'd like to make a motion we approve the two  
14 proposals from IT for relocating our radio repeaters to  
15 the new location.

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 from HR, Working Well,  
21 this is our wellness package. This is our annual blood  
22 drive for the Wellness Program and they give us the  
23 results. This is through Franciscan system and this is  
24 about the fourth year we have been doing this. The cost  
25 for 209 employees at \$46 each, total is \$9,614.00. This  
will come out of the Board of Works contractual  
services. The Mayor did sign this proposal already.

Are there any questions or comments  
on this Wellness package? (None)

There being no further questions or  
comments, I'd like to make a motion we accept our annual  
Wellness Program from Working Well through Franciscan.

MR. ALLEN: Second.

MR. GOMEZ: All in favor say aye?

(All signify aye.)

MR. GOMEZ: Motion carries.

Next we have outstanding invoices.  
First one is from Power DMS software through the Police  
Department. We have one invoice dated 2/27/23, amount  
of \$2,320.82. The explanation is, please excuse this  
late invoice. It was e-mailed to an officer who is no  
longer employed with the ECPD. Service division was not  
made aware of this invoice until recently.

Any questions or comments on this  
invoice or the reason? (None)

1 Next one is from Short Elliott  
2 Hendrickson from Engineering. They have several  
3 invoices all dated 6/16/23, total amount of \$27,728.13.  
4 Explanation is invoices were inadvertently missed.  
5 Services have been rendered and invoices should be  
6 processed. Any questions or comments on this late  
7 invoice? (None)

8 Next from Robinson Engineering. We  
9 have three late invoices dated 4/19/23, 5/26/23,  
10 6/21/23, for total of \$4,366.60. Explanation, invoices  
11 received on time, however we needed a supplemental  
12 agreement approved prior to processing invoices.  
13 Supplemental work approved on 9/14/23. Services have  
14 been rendered and invoice should be processed. Any  
15 questions or comments on this? (None)

16 The last invoice from DLZ,  
17 Engineering Department. One late invoice dated 6/27/23,  
18 amount of \$5,431.84. Explanation, invoice was received  
19 late on September 19, '23. Services have been rendered  
20 and invoice should be processed. Any questions or  
21 comments on this one? (None)

22 There being no further questions or  
23 comments, I'd like to make a motion we approve the  
24 aforementioned late invoices to be processed.

25 MR. ALLEN: Second.

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

MR. GOMEZ: Motion carries.

Next we come to Utility Easement for  
Prairie Crossings. This is from our Project Manager,  
Keith Selvie for New Prairie Park. This is by the City  
of East Chicago who is a guarantor in favor, they want  
to grant the easement to favor NIPSCO. And this is a  
grant to guarantee utility easement on the portion of  
the property more particularly described in the document  
attached, which is depicted on Exhibits C and D. NIPSCO  
plans to retire and relocate service transmission and  
distribution of electrical services in the easement and  
basically repair that for the new subdivision.

MR. ALLEN: It's relocating the overhead  
utilities that are on the east side of Elm Street, move  
them over to the west side behind the fence-line. So  
NIPSCO needs this easement to be established so they can  
have an area to relocate their utility poles, and this  
is for the Prairie Crossing project, the new  
subdivision.

1 MR. GOMEZ: Any other questions or  
comments on this? (None)

2 There being no further questions or  
comments, I'd like to make a motion we approve the  
3 request from our Project Manager, Keith Selvie for  
utility easement from NIPSCO for Prairie Crossings.

4 MR. ALLEN: Second.

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

6 MR. GOMEZ: Motion carries.

7 Next we come to Pintos, this for  
french drains throughout the City from Engineering.

8 MR. ALLEN: We have a unit price to  
9 install french drains throughout the City of \$7,000  
each. Engineering Department would like to establish a  
not-to-exceed amount of \$50,000.00.

10 MR. GOMEZ: Okay. Proposal before us is  
just not-to-exceed figure, right?

11 MR. ALLEN: Correct. \$50,000 for Pintos.  
12 We did, for the record, receive another quote from R &  
13 D, and they were a couple grand more than Pintos.

14 MR. GOMEZ: Okay. Any other questions or  
15 comments? (None)

16 There being no further questions or  
comments, I'd like to make a motion we accept the  
17 proposal for french drains for this project throughout  
the City, not-to-exceed of \$50,000.

18 MR. ALLEN: Second.

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

20 MR. GOMEZ: Motion carries.

21 Next we have from Foundations of  
East Chicago, amended rental agreement. This is from  
the Law Department. We do have a short statement. Due  
22 to rain damage, the main issue is the monthly lease rent  
between the parties shall remain at the current amount  
23 of \$5,658.83 for the period of January 1st, 2024, to  
December 31, 2025. This change will be incorporated  
24 into the lease extension December 2023. Any questions  
or comments concerning this lease adjustment? (None)

25 Just for the record, they have

1 informed me that throughout, I believe it's four times.  
2 Every time it rains they have been getting leakage and  
3 water falling into their office and that's the reason  
4 they wish to adjust their lease. No further questions  
5 or comments? (None)

6 There being no further questions or  
7 comments, I'd like to make a motion we accept the lease  
8 adjustment to accommodate the Foundations of East  
9 Chicago.

10 MR. ALLEN: Second.

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

13 MR. GOMEZ: Motion carries.

14 Next we come to right-of-way  
15 applications. We have right-of-way application numbers  
16 23-04600 through 23-04606. Any questions or comments on  
17 these right-of-way application? (None)

18 There being no further questions or  
19 comments, I'd like to make motion we approve the  
20 aforementioned right-of-way applications.

21 MR. ALLEN: Second.

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

24 MR. GOMEZ: Motion carries.

25 Okay. That concludes our New  
Business. We have no other business.

Our next regular meeting will be  
Thursday, October 12, 2023, at 4:30.

That concludes our agenda for today,  
I'd make a motion for adjournment.

MR. ALLEN: Second.

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

MR. GOMEZ: Motion carries.

Meeting adjourned.

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Approval of the Regular Meeting Minutes of  
September 28, 2023

Approved and Signed September 28, 2023.

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

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William Allen, Vice President

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Winna Guzman, member

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Olga Cosme, Secretary

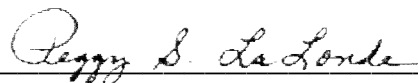
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C E R T I F I C A T E

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 5th day of October, 2023.



Peggy S. LaLonde, CSR, RPR



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