

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, October 12, 2023, at 4:30 p.m.

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

Staff Present: Olga Cosme

Call to Order: 4:30 p.m.

Roll Call: Present: William Allen  
Winna Guzman

MR. ALLEN: Good afternoon everyone. I'd like to call to order the meeting of the Board of Public Works for October 12th, 2023.

First on the agenda is approval of the minutes of Thursday, September 28, 2023. I'd like to make a motion we approve as written.

MS. GUZMAN: Second.

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

MR. ALLEN: Motion carries.

We have no correspondence.

Next on the agenda is New Business.

First item is Agreement to facilitate public safety services for the Cline Avenue bridge from the Law Department. This document establishes procedures for responding to incidents occurring on the bridge involving the use of police, fire, and EMS services. Fire Department and Public Safety have already signed this and the Board of Works just needs to ratify.

I'd like to make a motion to approve the Agreement.

MS. GUZMAN: Second.

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

2 MR. ALLEN: Motion carries.

3 Next is Steel City Tire, Inc.,  
4 not-to-exceed \$8,000.00, rates for 2023. This is pretty  
5 much prices for tire repairs for the Public Works  
6 vehicles.

7 I'd like to make a motion to approve  
8 the unit rates and the not-to-exceed amount of \$8,000.00  
9 for Steel City Tires for the Public Works Department.

10 MS. GUZMAN: Second.

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

12 MR. ALLEN: Motion carries.

13 Next item AMG Construction, Fire  
14 Station #2, Public Works Department. We have a quote  
15 for painting all the existing walls and door framing  
16 throughout the entire fire station. Price for the work  
17 is \$7600.00.

18 I'd like to make a motion to approve  
19 AMG Construction quote.

20 MS. GUZMAN: Second.

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

22 MR. ALLEN: Motion carries.

23 Next is surplus items, floor  
24 scrubbers from the Public Works Department. They have  
25 two old floor scrubbers that are not operational or  
needed. They're damaged, broken, have reached the end  
of their life span with the Public Works. Public Works  
is requesting the items be deemed as surplus. They were  
used by the Police Department. They have photos and  
details for the equipment or items attached.

I'd like to make a motion to approve  
Public Works request to deem the floor scrubbers as  
surplus. There is two of them.

MS. GUZMAN: Second.

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

MR. ALLEN: Motion carries.

Next we have outstanding invoices.  
I'll go through them all and make one motion at the end.  
First we have from McCann, Public Works Department,

1 invoice dated 5/31/23. Invoice amount is \$1,742.40.  
2 The explanation reads, I never received the invoice,  
3 however I was told it was sent to Danielle previously  
4 and I was not aware. This is from Public Works  
5 Department, Jaylan Johnson, manager. Invoice number is  
6 W-03298.

7  
8 Next, Tyler Technologies from the IT  
9 Department. Invoice number is 045-430568. Invoice date  
10 is 7/9/23 through 7/14/23. Invoice amount is \$740.00.  
11 Explanation reads, invoice was lost in the shuffle  
12 because it was addressed to the wrong department. We  
13 have since corrected this issue so it should not occur  
14 in the future.

15  
16 Next we have Safe Life Defense from  
17 the Police Department. We have invoice number 233432,  
18 invoice date is 11/2/23. Invoice amount is \$6,917.34.  
19 Explanation reads, attached late invoice was not paid  
20 intentionally because the order was not correct.  
21 Numerous items were missing and others were sent in the  
22 wrong color. The sales rep did not return calls when  
23 requested assistance with this order. The order was not  
24 corrected until recently.

25  
26 Next we have Star Uniform from the  
27 Police Department. We have invoice number 51459, number  
28 5173, 52541, and 54594. The invoice dates respectively  
29 are 5/2/23, 5/11/23, 5/24/23, and 7/6/23. The invoice  
30 amounts respectively are \$401.16, \$22.50 and \$95.92.  
31 Please excuse late invoices listed below. They have not  
32 been submitted to the Service Division for payment.  
33 Purchase order is pending to pay these invoices.

34  
35 We have Gateway Business Systems  
36 from the Planning Department, invoice 1089929, 109234,  
37 1095451, and 1097420. The invoice dates respectively  
38 are 4/25/23, 5/23/23, 6/30/2323, 7/24/23. Invoice  
39 amounts respectively are \$60.96, \$116.56, \$66.71,  
40 \$60.81, for grand total of \$305.04. Explanation reads  
41 invoices never received through e-mail or postal mail.

42  
43 Northwest Industrial Specialist,  
44 invoice number 309531. Invoice date is 6/12/23.  
45 Invoice amount is \$11,700.10. This is from the  
46 Engineering Department. The explanation reads, couldn't  
47 process for payment when received because proposal has  
48 to be revised due to the change in size from location.  
49 Services have been rendered and invoice should be  
50 processed. Revision approved by the Board of Works  
51 9/14/23.

52  
53 The last outstanding invoice is from  
54 Fire Service Inc., from the fire department. Invoice  
55 number FT-4923. Invoice date is 5/12/23 and invoice

1 amount is \$15,116.89. Explanation reads, invoice wasn't  
delivered until recently.

2 Do we have any questions or comments  
3 on outstanding invoice? (None) I'd like to make a  
4 motion to approve the outstanding invoices recently  
5 mentioned.

6 MS. GUZMAN: Second.

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

8 MR. ALLEN: Motion carries.

9 Next item from the Police Department  
10 is Shot Spotter Agreement between us and them. It's a  
11 renewal annual subscription for the Police Department  
12 effective from January 1st to December 31st, of 2024.  
13 The annual service amount is \$189,960.00. So they've  
14 been using them for years. This is just a renewal for  
15 their services.

16 I'd like to make a motion to approve  
17 to Shot Spotter Agreement brought to us by the Police  
18 Department.

19 MS. GUZMAN: Second.

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

21 MR. ALLEN: Motion carries.

22 Moving on, Fire Services Inc.,  
23 Engine 2814 from Fire Department. This quote is for  
24 needed repairs for the engine, repair and replacement of  
25 radiator repair of the pump that leaks and to replace  
the hydraulic celanoid. Repairs are \$15,922.20.

I'd like to make a motion to approve  
the quote from Fire Services for the fire department to  
repair engine 2814.

MS. GUZMAN: Second.

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

MR. ALLEN: Motion carries.

Next item also from Fire Services  
Inc., it's a not-to-exceed amount of \$10,000.00. It's a  
contract with emergency vehicle technicians to service  
the department's fire suppression apparatus. The  
department has reached out to four contractors,  
Interstate Power Systems, Legacy, Fire Apparatus, and  
McQueen Emergency. EC Fire Department will establish a

1 rotation schedule starting with Fire Services, Inc.,  
2 again with not-to-exceed amount of \$10,000.00. Unit  
rates are attached.

3 I'd like to make a motion to approve  
4 the not-to-exceed for Fire Services Inc., to take care  
of the fire suppression apparatus for the fire  
department.

5 MS. GUZMAN: Second.

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

7 MR. ALLEN: Motion carries.

8 Next is donation check from  
Ameristar Casino in the amount of \$1,000.00. The money  
9 from this donation to the Fire Department is to be used  
to purchase services and supplies for fire programs and  
events.

10 I'd like to make a motion to accept  
the donation check from Ameristar Casino.

11 MS. GUZMAN: Second.

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

13 MR. ALLEN: Motion carries.

14 Next, Motorola, portable radios from  
the Fire Department. The department is requesting  
15 approval for upgraded portable radios. The ones  
currently used would be outdated and no longer supported  
16 after December 2023. The attached quote is for updated  
version of what is currently being used. The quote is  
17 for \$192,152.52. Funding has been identified and the  
sole proprietary claim sheet is attached.

18 I'd like to make a motion to approve  
the quote for portable radios from Motorola.

19 MS. GUZMAN: Second.

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

21 MR. ALLEN: Motion carries.

22 Next is Hardware Surplus Items from  
IT Department. They have provided information on items  
23 that are either out of production or no longer in  
service. We have items that would be posted for auction  
24 and items that would be recycled.

25 I'd like to make a motion to approve  
the equipment provided by the IT Department to be deemed

as surplus.

1 MS. GUZMAN: Second.

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

4 MR. ALLEN: Motion carries.

5 Next we have Steiner Electric  
6 Company. They have renewal agreement from our IT  
7 Department for the maintenance on the UPS in the service  
8 room. Coverage starts from October this month of 2023  
9 and then end September 2024. The annual service amount  
10 is \$3,055.00.

11 I'd like to make a motion to approve  
12 the renewal agreement between the City and Steiner  
13 Electric Company for the server room maintenance.

14 MS. GUZMAN: Second.

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

17 MR. ALLEN: Motion carries.

18 Next, Civic plus, also known as  
19 SeeClick Fix. We have the annual 311 App maintenance  
20 and support agreement. The recycle plus and SeeClick  
21 Fix application for public to use to report issues and  
22 concerns. Renewal price is for \$11,385.47.

23 I'd like to make a motion to approve  
24 the agreement.

25 MS. GUZMAN: Second.

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

MR. ALLEN: Motion carries.

Next T-Mobile, from IT Department is  
between the City and T-Mobile property lease for a  
temporary cell tower. We have a license and easement  
agreement to install the tower to be located at 4530  
Railroad Avenue. T-Mobile agrees to monthly pay the  
city \$1,000.00 for term of 18 months.

I'd like to make a motion to approve  
the license and easement agreement between the City and  
T-Mobile for the cell tower.

MS. GUZMAN: Second.

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

MR. ALLEN: Motion carries.

1                   Next we have Christmas decor from  
2 Special Events. Special Events requesting approval of  
3 professional services with ServiScape to supply and  
4 install Christmas decor and lighting throughout City  
5 parks and the golf course. Total project cost is  
6 \$64,715.75. We have been using them for years.

7                   I'd like to make a motion to approve  
8 the professional services between the City and  
9 ServiScape in the amount of \$64,715.75.

10                   MS. GUZMAN: Second.

11                   MR. ALLEN: All in favor say aye?

12                   (All signify aye.)

13                   MR. ALLEN: Motion carries.

14                   Next First Group Engineering, 2023  
15 East Chicago reconstruction of Magoun Avenue from  
16 Chicago Avenue to Columbus Drive. So in the previous  
17 Board of Works meeting we approved the PE services to  
18 reconstruct Magoun from Chicago to Columbus. We  
19 approved it in the amount of \$283,300.00. The price  
20 didn't include utility, potholing, and videotaping and  
21 cleaning of the sewers. It was included in the price I  
22 just failed to mention it. For those two items to be  
23 included there's an additional cost of \$138,000, which  
24 brings the new not-to-exceed amount to \$421,300.00. So  
25 Engineering Department is requesting to approve the  
additional items that were unintentionally left out when  
we approved the PE services in the previous meeting.

So, I'd like to make a motion to add the  
missing items, again in the amount of \$138,000, bringing  
the new not-to-exceed amount to \$421,300.00.

MS. GUZMAN: Second.

MR. ALLEN: All in favor say aye?

(All signify aye.)

MR. ALLEN: Motion carries.

Next we have Hasse Construction,  
balance change order #5. This is for the Magoun Avenue  
reconstruction project from Chicago Avenue to 151st.  
The change order amount is net decrease of \$558,920.11.

I'd like to make a motion to accept  
the balance in change order #5 for the project.

MS. GUZMAN: Second.

MR. ALLEN: All in favor say aye?

(All signify aye.)

1 MR. ALLEN: Motion carries.

2 Next NIPSCO, public improvement  
3 reimbursement agreement, Prairie Relocation Contract  
4 from the Engineering Department. This agreement between  
5 the City and NIPSCO is to relocating existing electrical  
6 poles located on Elm Street from 144th Street south,  
7 approximately 660 feet. The easement has been prepared  
8 for NIPSCO where they were relocating their utility  
9 within a new easement. They are to relocate some  
10 overhead and above ground electrical utility which will  
11 be outside of the new development area for the new  
12 Prairie Crossing subdivision. Estimate cost for  
13 relocation is \$103,580.00.

14 I'd like to make a motion to accept  
15 the agreement between the City and NIPSCO for relocating  
16 their electrical utility in the amount of \$103,580.00.

17 MS. GUZMAN: Second.

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

20 MR. ALLEN: Motion carries.

21 Next we have right-of-way  
22 applications. Do you have any questions on permits  
23 23-04607 through 23-04612? (None)

24 I'd like to make a motion to approve  
25 permit applications.

MS. GUZMAN: Second.

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

MR. ALLEN: Motion carries.

There is no other business. Our  
next regular meeting is Thursday, October 26, 2023, at  
4:30 p.m.

I'd like to make a motion for  
adjournment.

MS. GUZMAN: Second.

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

MR. ALLEN: Motion carries.

Meeting adjourned.

\* \* \* \*



1 Approval of the Regular Meeting Minutes of  
2 October 12, 2023  
3 Approved and Signed October 12, 2023.  
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5 \_\_\_\_\_  
6 Val Gomez, President  
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8 \_\_\_\_\_  
9 William Allen, Vice President  
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11 \_\_\_\_\_  
12 Winna Guzman, member  
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14 \_\_\_\_\_  
15 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 16th day of October, 2023.

*Peggy S. LaLonde*

Peggy S. LaLonde, CSR, RPR



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