THE BOARD OF PUBLIC WORKS AND SAFETY
OF THE CITY OF CROWN POINT MET IN A REGULAR MEETING
ON WEDNESDAY March 17, 2021 AT 11:00 A.M.
PURSUANT TO AND IN ACCORDANCE WITH THE RULES OF
THE BOARD OF PUBLIC WORKS & SAFETY
**Via Zoom**
https://us02web.zoom.us/j/85620582379
(Link is subject to change – in the event of a change, the link will be posted via the City website at www.crownpoint.in.gov prior to the start of the meeting.)

A. CALL TO ORDER

Mayor Uran called the meeting to order at 11:10 a.m. with the Pledge of Allegiance.

Present: Mayor David Uran, Member Bill Gomez, Member James Crook, Member Bob Clemons and Member Andrew Kyres. Also present, City Attorney David Nicholls, Clerk-Treasurer Dave Benson, Chief Deputy Bette Babjak and Deputy Clerk Sheri Herma.

Absent: None

B. APPROVAL OF MINUTES OF PRIOR MEETING - The Regular Meeting held on Wednesday, March 03, 2021.

Motion to approve was made by Member Bob Clemons, seconded by Member Andrew Kyres.

Motion passed by unanimous voice vote.

C. ADDITION OF NEW ITEMS – Mayor Uran

Mayor Uran brought up yesterday’s email from First Assistant City Attorney Alex Kutanovski that was sent out to everyone about the LPA Agreement with INDOT. This is for the 113th Avenue and US231 Road Project.

Member James Crook motioned to add this item to the agenda, seconded by Member Bob Clemons.

Motion passed by unanimous voice vote.

Mayor Uran added that this will be listed as No. 7 under New Business.

D. PRESENTATIONS – None

E. OLD and DEFERRED BUSINESS

Water Utility Update – Al Stong/Commonwealth

Al Stong introduced Gabrielle Biciunas as Commonwealth’s new Client Representative for the Northwest Indiana area. Gabrielle then addressed the Board about her background.
Al then gave a summary update on our water projects.

Phase 1: This project is complete. We just have some warranty repair items to do in the spring at the 96th Avenue Redundant Tank.

Phase 2: This is nearing completion. The new tank is constructed, and the pumps are in order. We are coordinating with Park Director Jennie Burgess about the surface of the tanks for Pickleball Court usage.

Division D is the Service Line Replacement Projects which is complete. We are just waiting on Spring for some restoration work.

Phase 3: We are installing the chloramine stations and the bulk water stations. We just had a meeting with the construction contractor today and they should be mobilizing in May.

Division D of Phase 3 is the Service Line Replacement Project. We do have a "kick off" meeting for pre-construction towards the end of this month.

On the Water Projects we do have one Change Order. This Change Order is to perform some HVAC work located within our existing building at Kaiser Park.

This work was identified as being required and we wanted to issue this Change Order for our new contractor on Phase 3, Hasse versus Theinemen, because Theinemen is finishing up.

We don't want to delay Thieneman's completion date, so with that, we requested a cost of $45,456.14. This was reviewed by Engineering.

Member Bob Clemons made a motion to approve, seconded by Member Andrew Kyres.

Mayor Uran called for a roll call vote. Roll call vote as follows.

Ayes: Mayor Uran, Members Clemons, Crook, Kyres and Gomez

Nays: None

Motion passed 5 to 0

Al then went on to the 101st Avenue Project with Gough and the Army Corp of Engineers.

This Project is completed. We are just waiting on weather, so we can perform some clean up. The Army Corp might want a ribbon cutting when Covid-19 conditions improve.

With our current two CSO005 Projects, Phase 1 construction will start in May. Phase 2 is in design. Al said that both Projects are to alleviate stormwater on the excessive infiltration inflow. We are looking forward to getting those underway to address some issues that residents have as well as to reduce the clear water flow in our sewers.

Al Stong then said he mentioned that our CSO Audit is underway. Our long-term control plan had been completed a few years ago. They then take the information and perform audits. Every five years, they look at performance to make sure that we are still meeting performance metrics. We are assembling information in anticipation of their comments. We will keep the Board apprised
of how this goes. As soon as we get their comment letter, we then assemble a response letter.

The Wastewater Utility Planning Report is something that I have discussed with the Mayor’s Office, Staff and Legal. We finished the report which is consistent with the Master Plan Document.

The first Project will be the downtown interceptor. We are in a situation to where we feel that a significant Infrastructure Bill is likely to be passed. If we submit this document prior to March 31st, we could receive ten additional points in consideration for funding on the project priority list with the SRF.

Last time during the Obama Administration where we had an infrastructure build, this program was how they disseminated those grant funds. We discussed submitting this Preliminary Engineering Report to obtain this additional ten points, so we can place the City of Crown Point in the best possible status to receive consideration for Infrastructure Stimulus Grant funding.

We are working with the Mayor’s Office and Public Works to assemble these materials for submission and two of those items require action by the Board of Public Works today to move forward.

One of those items is a PER Resolution where the BOW is indicating that they accept the Preliminary Engineering Report as assembled by Commonwealth. This is essentially the Project from the Master Plan that this Board and the City Council has already accepted.

The second Resolution is the Authorized Representative Resolution. This Resolution is where the BOW’s provides the Mayor the authority to execute documents on behalf of this group for the mission of funding consideration to the SRF.

This Preliminary Engineering Report, when submitted for consideration doesn’t necessarily mean we need to move forward with the Project at this time. We just want to be able to see what type of funding package we can get. We anticipate this “once or twice” in a lifetime opportunity for infrastructure funding.

Al Stong and Mayor Uran asked if the Board Members had any questions about these two Resolutions or this situation itself and none did.

Mayor Uran reminded the Board that this Project has been recognized with the overall Master Plan that the City Council has adopted with the three utilities.

This is in concert with the long-term planning for this City and this is a good sound process to go ahead and score as many points as we can, so that if the funding does come available, we are able to hit the ground running with the additional funding that can be married and offset some of the investment that the City would have to make.

Member Bob Clemons made a motion to approve both the PER Resolution and the Authorized Representative Resolution, seconded by Member Andrew Kyres.

Under discussion, Member Bob Clemons said that this was a very good idea.

Mayor Uran called for a roll call vote.

Roll call vote as follows.
Ayes: Mayor Uran, Members Clemons, Crook, Kyres and Gomez
Nays: None

Motion passed 5 to 0

AI then said that there will have to be a Public Hearing held on this topic and will have to be advertised ten days in advance. AI said it has already been advertised and the hearing will occur on March 25th at 2:00 p.m.

AI will coordinate with Adam Graper, so it will be available for anyone to attend and provide comment on Zoom. The address will be advertised on the City’s website and official social media pages. It has already been listed in the newspapers as well.

AI said that the last item is the Little Calumet Proposal that has been put into place. This again was consideration for some grant funding. We were looking to convert a "combined sewer" over to a "storm sewer only" that would afford us the ability to drain approximately 300 plus acres of the City.

Project Updates (City Hall, Civic Center and Fire Dept.) - Chief of Staff Greg Falkowski

Chief of Staff Greg Falkowski approached the Board with some work that is needed to close out the two locations.

At the Clerk’s Office there are three small changes. One is due to removing the secondary entrance door. A full-service window will be added along the countertop. This was an increase with contractor Lazzaro in the amount of $4,349.00.

There was a change in desk arrangements, and we had to add more power to where their desks will be. This cost is $371.00 for Hyre Electric. Also during demolition, we found some unmarked wastewater and water lines in some of the existing walls in which we had to “tap off” because of their age. This removal by Bloomfield Mechanical was $734.22.

The final one is at the Building Department. We added a secondary entrance and door to the back of the offices for another point for the employees to enter and exit at $1600.00.

Mr. Nicholls reviewed the Change Orders and discussed them previously with Chief Greg. He said we are ready to go and recommends approval.

Mayor Uran entertained approval of the four Change Orders and the amounts.

Member Bob Clemons made a motion to approve, seconded by Member Andrew Kyres.

Motion passed by unanimous voice vote.
F. NEW BUSINESS

Request Approval of INDOT Property Acquisition – Chief of Staff Greg Falkowski

Chief of Staff Greg Falkowski approached the Board requesting approval for the INDOT Property Acquisition. INDOT is doing a Stormwater Project along Joliet St. in the Beaver Dam area. We own a parcel adjacent to that.

The land that they would need includes the roadway that we own and some property adjacent to the ditch. It is about .108 acres and the offer and appraisals on that are all included. The total would be $8,750.00.

Mayor Uran added that the Board action needed would be to accept the contract and authorize the Clerk-Treasurer to receive those dollars and place them in the appropriate fund.

Mr. Nicholls said that he reviewed the documents and recommends approval.

Member Bob Clemons made a motion, seconded by Member James Crook.

Motion passed by unanimous voice vote.

Request Approval to Remove Items from the City Inventory – Clerk-Treasurer Dave Benson

Clerk Dave approached the Board requesting approval to update the City Inventory. Dave said the list has not been updated in a while and would like to compliment Chief of Staff Greg Falkowski and his Department Heads for working so diligently, quickly and efficiently with our Bookkeeping Staff. We have compiled a list and eliminated items that no longer needed to be accounted for on our City Inventory.

Chief Greg added that there was a long list of items from decades past that we just updated. We are going to keep a better eye on that moving forward with the help of the Clerk’s Office.

Mr. Nicholls added that he reviewed the attached list and agrees with the Chief of Staff and Clerk-Treasurer that this is long overdue and continued “eyes on” is the best policy. I know that with the new Clerk-Treasurer, we will not have any problems with that.

Member Bob Clemons made a motion to approve, seconded by Member Bill Gomez.

Motion passed by unanimous voice vote.

Request Permission to Renew DAMO’s DOGS Solicitor’s Renewal – Clerk-Treasurer Dave Benson/Milan Damjanovic

Mayor Uran inquired with Clerk Dave if he had a chance to review the application for the renewal and indicate that the paperwork is in order.

Clerk Dave said payment has been made and all the necessary documents were filled out properly.
Chief Pete Land added that there were no issues with Milan and his paperwork is all in order.

Milan was present for any inquiries that the Board Members might have. He gave an overview of his request.

Mr. Nicholls added that Legal approves.

Member Bob Clemons made a motion to approve, seconded by Member Andrew Kyres.

Motion passed by unanimous voice vote.

**Authorization to Obtain Real Estate Appraisals for Public Improvement Project** – First Assistant City Attorney Alex Kutanovski

First Assistant City Attorney Alex Kutanovski approached the Board for permission to obtain two appraisals on two properties that are in interest to the City.

The cost of the appraisals are $1006.00. Upon receipt of these appraisals, we would be following the appropriate process to present to the City Council for Resolution on acquisition, however we would like to get the appraisal process started and review. We will then see if feasible to move forward on those two parcels. The identification of the parcels will be released at the time of the Council Meeting for consideration of approval.

Member Bob Clemons made a motion to approve, seconded by Member Bill Gomez.

Motion passed by unanimous voice vote.

**INDOT Project Contract** – First Assistant City Attorney Alex Kutanovski

First Assistant City Attorney Alex Kutanovski approached the Board for approval consideration for the (LPA) Local Public Agency Agreement with INDOT.

This LPA Agreement is for project coordination for road improvements at the intersection of 113th Avenue and US231, which is being designed as a roundabout.

This agreement will allow us to move forward and obtain funding from the Federal Highway Administration through INDOT. Alex asked the Board to approve this based upon further Legal review because we are waiting for a couple of exhibits to be attached, however, the agreement itself is a basic standard form that we reviewed and approved through INDOT on several occasions.

Member Bob Clemons made a motion to approve based on presentation, seconded by Member Andrew Kyres.

Motion passed by unanimous voice vote.
Request Approval to Release Performance Bond & Accept two-year Maintenance Bond/Summertree Phase 2B – Terry Ciciora/Public Works Director

Public Works Director Terry Ciciora asked for Board consideration for the release of the Performance Bond in the amount of $32,862.50 for Summertree Phase 2B and acceptance of a two-year Maintenance Bond in the amount of $490,959.00.

Mr. Nicholls advised that he trusts implicitly Mr. Ciciora's ability to figure out these numbers and recommends approval.

Member Bob Clemons made a motion to approve, seconded by Member James Crook.

Motion passed by unanimous voice vote.

Accept Bond for Underground Monitoring Well/NE Corner Main St. & 93rd, Ave. – Terry Ciciora/Public Works Director

Public Works Director Terry Ciciora approached the Board for approval to accept a $1,000.00 Bond for the underground monitoring well being installed at the northeast corner of 93rd Avenue and Main Street.

Terry advised that the reason we do a bond is because these well points sometimes get abandoned. This way, we will have money to ensure that we can eliminate them if it comes time they are no longer used.

Mr. Nicholls discussed this topic and the previous one with Terry and recommends approval.

Member Bob Clemons made a motion to approve, seconded by Member James Crook.

Motion passed by unanimous voice vote.

G. MISCELLANEOUS/PUBLIC COMMENTS

Director of Media and IT Adam Graper said someone had a question about the power being out in the City. Adam said there are power problems Citywide and NIPSCO reported that everything should be back to normal by 2:00 p.m.

Chief Pete Land said there were no crashes at this time.

Director of Special Events Diana Bosse gave the weekly update live from the Crown Point Fire Rescue where preparations were being made for the corned beef and cabbage event.

Diana said that people were already lining up and thanked the volunteers from Cross Point Church and sponsors.

Diana announced the winner for the St. Patrick's Day drawing contest.

Third place was Kaitlin and Hannah Flewelling.

Second place was Juliana Rush.

First place was Allison Hasse
Diana also mentioned the business window decorating contest as well as the home decorating contest.

These awards will be presented at the April 5th City Council meeting.

Diana added the following announcements as well.

Join Hometown Happenings for their St. Patrick’s Day Glow 5K/1 miler. For more information visit www.yourhometownevents.com.

Hoosier’s age 45 and over are now eligible to receive the COVID-19 vaccine. To schedule your appointment through the State of Indiana website visit www.ourshot.in.gov or call 211.

H. Next Regular Meeting - Wednesday, April 7, 2021 at 11:00 A.M.

I. ADJOURNMENT

1. Member Bob Clemons motioned to adjourn, seconded by Member Andrew Kyres.

   Motion carried by voice vote.

2. Meeting Adjourned at 11:58 a.m.

BOARD OF PUBLIC WORKS & SAFETY

David D.F. Uran, Mayor

Bob Clemons, Member

James Crook, Member

Bill Gomez, Member

Andrew Kyres, Member

Attest:

David B. Benson, Clerk-Treasurer

**Audio available upon request**

Due to the COVID-19 Shutdown of our Public Meetings, these minutes were approved by the Board of Works Members Via Zoom.