

CITY OF EAST CHICAGO  
BOARD OF PUBLIC WORKS

BOARD MEMBERS

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

Meeting Minutes  
Wednesday, January 27, 2021 @ 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, Winna Guzman.

STAFF PRESENT: Olga Cosme, James Portalatin.

MINUTES: Special Meeting January 13, 2021.

Questions/Comments: None.

Motion to approve January 13, 2021 Special Meeting Minutes  
made by William Allen. Second by Winna Guzman.

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. We have the  
Employee Reports Service Level Sub-Agreement from HR.

Employment Report Service Level Sub-Agreement, and  
this is providing consumer reports and investigator consumer  
reports.

There's the basic employment package for 24.50 with  
a credit report additional \$9. And there's various prices  
for additional things, employment verification, education  
verification, license verification and drug testing if they  
require.

Are there any questions or comments on the Employee

1 Reports Service Proposal for HR?

2 Questions/Comments: None.

3 Motion to approve Employee Reports Service Level  
4 Sub-Agreement Proposal made by William Allen. Second by  
5 Winna Guzman.

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

8 MR. GOMEZ: Next we have Block Stadium Improvements  
9 Phase 3, Certificate of Substantial Completion.

10 We have from Director of Public Works, Keith  
11 Selvie, Gariup Substantial Completion Phase 3 Certificate  
12 Number 1 for approval.

13 The work identified below as reviewed found to be,  
14 found to the architect's best knowledge, information and  
15 belief to be substantially complete.

16 Substantial completion is a stage in which in the  
17 progress of the work when the work or designated portion is  
18 significantly complete according to the contract documents  
19 so that the owner can occupy or utilize the work for its  
20 intended use.

21 Completion of the project or portion designated  
22 below with this date established by the certificate and the  
23 work identified is Block Stadium Phase 3.

24 Any questions or comments on the Certificate of  
25 Substantial Completion?

Questions/Comments: None.

26 Motion to approve Block Stadium Phase 3 Certificate of  
27 Substantial Completion made by William Allen. Second by  
28 Winna Guzman.

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

31 MR. GOMEZ: That brings us to Outstanding Invoices.  
32 First one is from Public Works for Chicago Tire.

33 Mr. Selvie said the invoice was not delivered to  
34 the Public Works Department. It's an invoice dated 10/22/20

1 in the amount of \$208.25. The work was completed or services  
were received.

2

Any questions or comments on this Past Due Invoice?

3

Questions/Comments: None.

4

Motion to approve Chicago Tire Past Due Invoice made by  
5 William Allen. Second by Winna Guzman.

6

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

7

8 MR. GOMEZ: Next we have Past Due Invoice from Thomas  
Irrigation. This is dated 9/14/2020 in the amount of  
\$191.15.

9

10 Explanation is invoice was never submitted to the  
Public Works Office. So it was brought up when requested for  
statement at the end of the year. And services were  
11 provided.

12

Any questions or comments on this Past Due Invoice?

13

Questions/Comments: None.

14

Motion to approve Thomas Irrigation Past Due Invoice made by  
William Allen. Second by Winna Guzman.

15

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

16

17

MR. GOMEZ: Next we have Past Due Invoice from STM  
Enterprise. We have two invoices. One dated 5/25/2020 for  
18 \$454.80 and one dated 8/21/2020 for \$360 for a total of  
\$814.80.

19

20 Explanation invoices were never submitted to Public  
Works. Services were provided. There are the company work  
papers.

21

Any questions or comments on this Past Due Invoice?

22

Questions/Comments: None.

23

Motion to approve STM Enterprise Past Due Invoice made by  
24 William Allen. Second by Winna Guzman.

25

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

2

MR. GOMEZ: Next we have from Multimedia Past Due  
3 Invoice from Lamar Companies. We have three late invoices.  
One dated 11/2/20 for \$500, one 11/9/20 for \$250, one  
4 11/16/20 for \$250 for a total of \$1,000.

5 Explanation invoices, two were lost by our  
inter-department delivery. And one for 250 was never  
6 received by Jonathan Medara to be processed. But services  
were provided.

7

Any questions or comments on these late invoices?

8

Questions/Comments: None.

9

Motion to approve Lamar Companies Past Due Invoices made by  
10 William Allen. Second by Winna Guzman.

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

12

MR. GOMEZ: Next we have from Multimedia again from ISFA  
13 late invoice dated 10/27/20 for the amount of \$625.

14 The reason was invoice was for a 2021 membership.  
But they sent it early.

15

16 It was for a 2021 membership. But they sent it  
early. But the invoice was late. I don't get it.

17 Any questions or comments on this invoice?

18 Questions/Comments: None.

19 Motion to approve ISFA Past Due Invoice made by William  
Allen. Second by Winna Guzman.

20

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

22 MR. GOMEZ: Next we have a late invoice from Tierra  
Environment Services. It's from Engineering. We have one  
23 invoice dated 11/10/20 in the amount of \$175,000.

24 MR. ALLEN: This is for the cleaning and televising of  
the sanitary and storm sewers for the Roxana Neighborhood.

25

1 MR. GOMEZ: This project is ongoing right now or is  
completed?

2

MR. ALLEN: They completed their portion of the job.

3

4 MR. GOMEZ: Any other questions or comments on this  
invoice?

5 Questions/Comments: None.

6 Motion to approve Tierra Environmental Past Due Invoice made  
by William Allen. Second by Winna Guzman.

7

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

9 MR. GOMEZ: Next we have late invoice from Fire Service,  
10 Incorporated. This is from the Fire Department. We have  
three invoices. One dated 10/30/2020 for \$1,339.29 and one  
11 dated 11/17/2020 in the amount of \$2,312.78 and the final one  
dated 11/17/2020 in the amount of \$7,507.77.

12 Explanation from the Fire Department recently  
received invoices for work completed.

13

14 So they just received the invoices. Work was  
provided.

15 Any questions or comments on these invoices?

16 Questions/Comments: None.

17 Motion to approve Fire Service, Inc. Past Due Invoices made  
by William Allen. Second by Winna Guzman.

18

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

20 MR. GOMEZ: Next we come to City of East Chicago Board  
of Public Works Resolution Number 2021-60.

21

22 Resolution of the East Chicago Board of Public  
Works regarding the Interlocal Agreement between the City and  
the East Chicago Department of Redevelopment concerning the  
23 Residential Roof Program for 2021.

24 Whereas the City of East Chicago desires to  
continue the Interlocal Agreement between the City of East  
25 Chicago by its Board of Public Works and the East Chicago

1 Redevelopment Commission who provides financial assistance  
2 for necessary roof structure improvements and repairs for  
single-family owner-occupied homes within the City.

3 And whereas the Redevelopment Commission through  
4 its Department of Redevelopment is establishing Residential  
5 Roofing Programs and has successfully administrate the  
6 program to the benefit of local homeowners.

7 And therefore be it resolved that the Board of  
8 Public Works City of East Chicago, that the Board hereby  
9 approves the Interlocal Agreement for the Residential Roof  
10 Program.

11 And the President of the Board of Public Works is  
12 hereby authorized to execute the Interlocal Agreement for the  
13 Residential Roof Program on behalf of the Board of Public  
14 Works and forward the same to the East Chicago Redevelopment  
15 Commission for consideration by the Commission.

16 And we do have the Interlocal Agreement attached.  
17 And I'll read the important sections.

18 Where the Department establishes Residential  
19 Roofing Program designed to provide financial assistance to  
20 single-family owner-occupied homeowners for necessary roof  
21 structure improvements and repairs in the amount of 50  
22 percent of the cost up to a maximum of 5,000 in assistance.

23 All of which is described in the Department's  
24 written Residential Roofing Program. A copy of which is  
25 attached hereto and incorporated herein.

26 The City shall contribute and pay as needed during  
27 the calendar year 2021 in an amount not to exceed \$70,000 to  
28 include up to \$20,000 in unused funds carried forward from  
29 the previous fiscal year on behalf of the Department for its  
30 Residential Roofing Program operating expenses.

31 Are there any questions or comments on Resolution  
32 2021-60 and its accompanying Interlocal Agreement?

33 Questions/Comments: None.

34 Motion to approve Resolution 2021-60 and Accompanying  
35 Interlocal Agreement made by William Allen. Second by Winna  
Guzman.

25

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

2

MR. GOMEZ: Next we come to Resolution 2021-61.  
3 Resolution of the East Chicago Board of Public Works  
4 regarding the Interlocal Agreement between the City and the  
5 East Chicago Department of Redevelopment concerning  
6 Harborside Public Housing Complex for the year 2021.

5

Whereas the City of East Chicago desires to  
6 continue the Interlocal Agreement between the City of East  
7 Chicago by its Board of Public Works and the East Chicago  
8 Redevelopment Commission regarding Harborside Public Housing  
9 Complex.

8

Whereas the Redevelopment Commission through its  
9 Department of Redevelopment owns and operates the complex  
10 which is reaching the end of its useful life. And as such  
11 the Department has been closed and relocating its residents.  
12 But the complex does not generate sufficient revenue to meet  
13 its current operating expenses while suitable housing is  
14 sought for the remaining residents.

12

Now therefore be it resolved that the Board of  
13 Public Works for the City of East Chicago that the Board  
14 hereby approves the Interlocal Agreement for supplemental  
15 funding of the Harborside Public Housing Complex which is  
16 attached hereto and that the President of the Board of Public  
17 Works is hereby authorized to execute the Interlocal  
18 Agreement for supplemental funding for the Harborside Public  
19 Housing Complex on behalf of the Board of Public Works and  
20 forward the same to the East Chicago Redevelopment Commission  
21 for consideration by the Commission.

18

We have the attached Interlocal Agreement which is  
19 the same as the previous year. The main section is that the  
20 City shall contribute pay as needed during the calendar year  
21 2021 in an amount not to exceed \$500,000 on behalf of the  
22 Department and Harborside Public Housing Complex for  
23 utilities and other operating expenses.

21

Are there any questions or comments on the  
22 Resolution or the Interlocal Agreement?

23 Questions/Comments: None.

24 Motion to approve Resolution 2021-61 and Accompanying  
25 Interlocal Agreement made by William Allen. Second by Winna  
Guzman.

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

2

MR. GOMEZ: Next we have from the Building Department --

3

MR. ALLEN: We didn't do 59, Resolution 21-59.

4

5 MR. GOMEZ: Sorry. Thank you. We have Resolution  
2021-59. Resolution of the East Chicago Board of Public  
Works regarding the ASCAP Music Licensing Agreement for 2021.

6

7 Whereas the City of East Chicago from time to time  
plays licensed musical recordings and occasionally provides  
for live musical performances at City buildings, ceremonies  
8 and events.

9

10 Whereas the City of East Chicago has previously  
contracted with the American Society of Composers, Authors  
and Publishers and ASCAP to provide for licensing and musical  
recordings, published compositions and other works which are  
11 licensed by ASCAP on behalf of its members.

12

13 And whereas ASCAP provides for release rates for  
local governments which are reflected in the attached  
Agreement and 2021 addendum.

14

15 Whereas the City of East Chicago and ASCAP agree to  
continue the contractual relationship under the terms  
including rates, pricing, timelines for deliverables provided  
by the Agreement for 2021 with the '21 addendum which are  
16 attached hereto and agree that the City Hall shall not be  
charged interest, late fees or penalties under the Agreement.

17

18 Therefore be it resolved that the Board of Public  
Works of the City of East Chicago that the Board hereby  
approves and renews the contractual agreement between the  
19 City and ASCAP for the year 2021 not to exceed the amounts  
listed provided that the payments and terms adhere to the  
20 City's procurement policy and that no interest, late fees or  
similar penalties are charged to the City under the  
21 agreements for each company.

22

23 And we do have the 2021 addendum attached which  
provides for the fee for a population size of 1 to 50,000  
people, the base license fee shall be \$363.

24

25 Whereas ASCAP bills the City annually for billing  
period that runs from May through April such that the current  
billing is for May 1, 2020 through April 2021 for \$363



1 annually such as the total prorated amount shall not exceed  
2 \$574.75.

3 Therefore the City by its Board of Public Works and  
4 ASCAP by its duly authorized representative hereby agree to  
5 renew the parties' previous agreements to continue through  
6 December 31, 2021.

7 The parties agree to adhere to the City's  
8 procurement policies and that no interest, late fees or  
9 similar penalties are charged to the City under the  
10 Agreement.

11 All other terms not specifically addressed herein  
12 remain unchanged.

13 So we have Resolution 2021-59. We have the 2021  
14 addendum. And we have the Agreement. And also from ASCAP we  
15 have the local government entities 2020 rate schedule which  
16 list the amounts aforementioned.

17 Are there any questions or comments on these three  
18 items?

19 Questions/Comments: None.

20 Motion to approve Resolution 2021-59 and Accompanying 2021  
21 Addendum made by William Allen. Second by Winna Guzman.

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

24 MR. GOMEZ: Now we'll get to the proposal from Amereco  
25 with our Building Department for 1702 Broadway. I believe we  
passed, at our last meeting we did pass an agreement for  
Amereco for 1702.

I think they discovered additional costs. And  
because the costs were \$7,240, it was above 20 percent. So  
this has to be entered not as a change order, but as a  
separate proposal.

MR. PORTALATIN: Correct. James Portalatin, East  
Chicago Building Commissioner. You had a proposal for the  
bird waste treatment. This is for the removal of all the  
waste because our demolition contractor will need to do some  
hand demo because of the proximity of the property next-door.

So this will remove all the waste treatment and the

1 workers will be able to go do the work, the hand demolition  
they need to do.

2

MR. GOMEZ: Are there any questions or comments?

3

Questions/Comments: None.

4

Motion to approve Amereco 1702 Broadway Proposal made by  
5 William Allen. Second by Winna Guzman.

6

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

7

MR. GOMEZ: Next we have two proposals from Alert Alarm.  
8 These come from our IT Department and from Mr. Kevin Klocek.  
These agreements are for the cost to convert all current  
9 alloy copper lines for both burglar alarms and Fire  
Department alarms at the listed centers to a cellular  
10 communication service.

11

The rate for converting the fire alarms is \$475 per  
building. And the monitoring will be set at \$34 per month.

12

The burglar alarm conversion is \$195 per building.  
13 The monitoring is the same as fire alarms, \$34 per month.

14

So the proposal to install the security cellular  
communications is for Bessie Owens, Park Department, Roxana  
15 Rec Center, Riley Park, Marktown, City Hall, MLK and Penn  
Center. And those are the ones for \$195 per building.

16

The ones for the fire rated communicators are the  
17 following buildings Bessie Owens, Roxana Rec Center, Carnegie  
Arts, MLK Rec Center and Penn Center. And these are the ones  
18 for \$475 per building and \$34 per month per building for  
monitoring.

19

Are there any questions or comments on these two  
20 proposals?

21

Questions/Comments: None.

22

Motion to approve Alert Alarm Proposals for Fire and Burglar  
Communication Conversion made by William Allen. Second by  
23 Winna Guzman.

24

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

25

1 MR. GOMEZ: Next on our agenda we have the Compliance  
2 Report, Final Compliance Report for Block Stadium new locker  
rooms.

3 Right now total damages are \$39,865.01. They are  
4 divided by liquidated damages at \$3,739.11, EC residential  
damages at \$36,125.90 for a total of \$39,865.01. And this is  
5 with Gariup Construction Company.

6 Are there any questions or comments on this Final  
Compliance Report on Block Stadium new locker rooms and press  
7 box?

8 We don't need a motion on this one. This is just  
for the record.

9 We'll move on to Right-of-Way Applications. We  
10 have Board of Public Works Permit Applications Number  
21-03737 through 21-03744.

11 Any questions or comments on these Public Works  
Permit Applications?

12 Questions/Comments: None.

13 Motion to approve Permit Applications 21-03737 through  
14 21-03744 made by William Allen. Second by Winna Guzman.

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

17 OTHER BUSINESS: None.

18 \* Next Regular Meeting Date: Wednesday, February  
19 10, 2021 @ 4:30 p.m.

20 Motion to adjourn made by William Allen. Second by Winna  
Guzman.

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

23 \* Meeting ended at 4:56 p.m.  
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Approval of the Meeting Minutes of  
Wednesday, January 27, 2021

Approved and Signed \_\_\_\_\_

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

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William Allen, Vice President

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Winna Guzman, Member

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Olga Cosme, Board Secretary

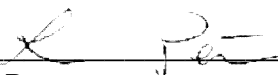
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C E R T I F I C A T E

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 7th day of February, 2021.

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

