

**MINUTES OF THE REGULAR MEETING  
BOARD OF PUBLIC WORKS AND SAFETY  
CITY OF HOBART, LAKE COUNTY, INDIANA  
March 3, 2021**

**Call to Order/Pledge to the Flag:** Mr. Snedecor called the meeting to order at 3:30 p.m., followed by the Pledge of Allegiance. The meeting was held with the building open to the public and a call-in number for remote public participation.

**Roll Call:** The following members were present: Mr. Lain and Mrs. Longer, and Mr. Snedecor. Also present: City Attorney McCarthy.

**Reading of Minutes:** Motion by Mr. Lain, seconded by Mrs. Longer, to accept the minutes of the Regular Meeting of February 17, 2021 as presented. All aye, motion carried. (3-0)

**Correspondence:** Update: 3<sup>rd</sup> St. Bridge Project: Mr. Snedecor discussed the weep holes where water from the lake is coming up on the sidewalk. Jake Dammarell, BF&S, explained that these scoffers are designed to allow any standing water on the walkway areas to drain into the lake and are located at various locations along the lakefront and he stated that sandbagging these areas will minimize the water that comes in and they are looking at possibly some type of gate valves to minimize this.

Mr. Lain thanked Chief Zormier for the HPD Annual Report and the amount of information provided.

**Approval of Register of Claims and Payroll Claims:** Motion by Mr. Lain, seconded by Mr. Snedecor, to accept and sign the register of claims and payroll claims as presented. All aye, motion carried. (3-0)

**Approval of Agenda:** Mrs. Longer stated that the owners of 493 Quail Ct. are unable to attend today's meeting and requested a continuance until the April 7<sup>th</sup> meeting of the Board. Motion by Mr. Snedecor, seconded by Mr. Lain, to approve the agenda with the continued item as requested. All aye, motion carried. (3-0)

**UNFINISHED BUSINESS:**

**Update: Code Violation: Operation of Commercial Animal Establishment or Kennel: Julie & Derie Patton, re: 493 Quail Ct.: Lt. Russo:** This item was continued at the approval of the agenda as requested by the owner to the April 7, 2021 meeting of the Board.

**Update/Review: Unsafe Building: Tom Gielezyn, Master Guvs, re: 512 E. 4<sup>th</sup>, & 347/349 Main St.: Jeremy Ogden:** The owner was not present. Jeremy Ogden, Building Official, stated he is working on the house on 4<sup>th</sup> Street and expects 349 Main St. to go before the Historic Preservation Commission in March. Ross Pietrzak, City Planner, stated that Brad Miller of Indiana Landmarks has been working with the owner on the application and expects it to be presented in March to the HPC. Motion by Mrs. Longer, seconded by Mr. Lain, to continue this item to the April 7, 2021 meeting of the Board of Public Works. All aye, motion carried. (3-0)

**NEW BUSINESS:**

**Consideration of Stop Signs at Intersection: 40<sup>th</sup> & Delaware: Councilman Chris Wells:** Chief Zormier reviewed the intersection and although a T intersection anticipates the intersecting road to yield, he would not be opposed to a stop sign on Delaware St. Councilman Wells stated the issue is traffic speeding down 40<sup>th</sup> Ave. especially before and after school and signs on Delaware Street would not address the problem. Discussion followed as to 40<sup>th</sup> Ave. and the 5-6 blocks that needs to be reviewed for

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speed and safety. Mr. Snedecor requested the Police Dept. take another look at the larger area of 40<sup>th</sup> Ave. and bring the Board a recommendation. Motion by Mr. Snedecor, seconded by Mr. Lain, to continue this item to the March 17, 2021 meeting of the Board of Works for an additional recommendation from the Police Department. All aye, motion carried. (3-0)

**Consideration: Planning & Building Permitting & Licensing Program:** Jeremy Ogden, Building Official, stated this program has been reviewed and is recommended by the Building Department to be set up to integrate property and permit information into the City's GIS system. It will allow inspectors to be more efficient in uploading information regarding inspections in the field, provide permit status and owner information and be available on a "read only" basis to both the Police and Fire Departments if needed as well as all other departments in the City. Mr. Ogden stated that Griffith is currently utilizing this software and the ability to include all the previous property information into the system is important to provide the most comprehensive information available. He stated this contract is for a total amount of \$48,800 to be paid in increments over 6 years and could be up and running within 60 days. Jake Dammarell, BF&S, stated the agreement does not include annual maintenance as the staff would be trained and maintenance is not necessary. Mr. Ogden stated the Assets Management Program the HSD is looking at would be much more expensive and not track the information needed for the building department but this program will be available to interface with the other program. City Attorney McCarthy stated she has reviewed the agreement presented and it is in order. Ross Pietrzak, City Planner stated he is comfortable with this program and the uses it will allow for the Planning Department. Mr. Ogden stated there will be an additional need for 6 I-pads, protectors and monthly service fees for their use to facilitate use of the program in the field. Mr. Snedecor stated these additional costs will be considered at a later time. Motion by Mr. Lain, seconded by Mrs. Longer, to approve the Agreement with BF&S for the Planning & Building Permitting and Licensing program as presented. All aye, motion carried. (3-0)

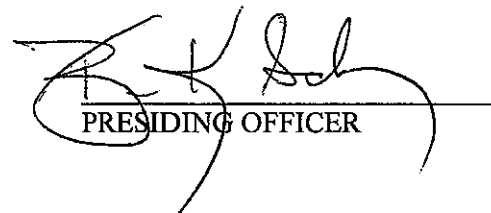
**Discussion: CityWorks AMS Asset Management Program with HSD:** City Engineer Phil Gralik stated the staff has been working on putting an Asset Management Program in place and the Law Department is currently reviewing the contract documents for the CityWorks program with the Timmons Group. Many departments in the City will be using this program for asset management, mainly the HSD and the Public Works Department and he requested the Board consider a cost sharing of 60% by the HSD and 40% by the City to cover the costs of implementing this program. These percentages may change over time as the program is used. Discussion followed regarding the hiring of a GIS Specialist to oversee the use and upgrades of this program and Mr. Gralik stated this position is still being considered as necessary for the City and the HSD and may also involve a cost-sharing agreement. Mr. Gralik stated the HSD and Law Department would like some type of consensus from the Board to move forward with writing a Resolution with the percentages inserted once the contract is ready to be executed. Motion by Mrs. Longer, seconded by Mr. Lain, to direct the City Attorney to write a Resolution for future consideration showing a 60/40 cost sharing between the HSD and the Board for the implementation of this program. All aye, motion carried. (3-0)

**Announcements:**

Mr. Snedecor asked if there was anyone who wished to address the Board and there was no further response.

**Adjournment:** Motion by Mr. Lain, seconded by Mrs. Longer, to adjourn the meeting. All aye, motion carried. (3-0) The meeting adjourned at 4:30 p.m.

  
SECRETARY

  
PRESIDING OFFICER