

Board of Works and Safety

August 20, 2024

6:00 P. M.

Minutes

Call to Order: Mayor Sam Craig

The Board of Public Works and Safety met on August 20, 2024, at StoneGate Arts & Education Center, 931 15th Street for Regular Meeting. Mayor Craig presided and called the meeting to order at 6:00 P.M.

Members Present:

- Mayor Samuel Craig
- Judy Carlisle

Members Present:

- Charlene Hall

Reading of Minutes

July 16, 2024-Regular Meeting

July 26, 2024-Special Meeting

August 12, 2024-Special Meeting

- ❖ Judy Carlisle made the motion to approve the minutes,
- ❖ Mayor Craig seconded the motion.

All votes were in favor, No one opposed, Approved.

New Business:

1. Request Approval of Quotes-Two Police Vehicles-Pending Approval by Common Council-Chief Terry Moore

- 2024 Chevrolet Blazer-\$33,774.
- 2024 Chevrolet Blazer-\$33,774.
- Chief Moore requested approval to purchase two vehicles for the detectives from the quote from Hubler Chevrolet.
- The request is pending approval of funding from the council.

- The department will be trading in one vehicle for \$9,000
- ❖ Mayor Craig made the motion to approve the request pending council approval.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

2. Request Approval of Becky's Place Thanksgiving Day 5K-Josh Rope

- Josh Rope requested the board approve Becky's Place Thanksgiving Day 5K on November 28th.
- The race will begin at the Depot and go east on Lincoln Ave.

- ❖ Mayor Craig made the motion to approve as requested.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

3. Request Acceptance of Bids -Painting of Fire Tower-Chief Luke Pinnick.

- J & J Painting-\$9,850.00.
- Miller Precision Painting-\$12,500.00
- Tinkle Painting-\$17,500.00.
- Chief Pinnick presented three quotes to the board for approval of painting the fire tower.
- The department received a reimbursable grant for the painting.
- Chief Pinnick requested the board accept the lowest bid from J & J Painting

- ❖ Judy Carlisle made the motion to approve the bid from J & J Painting.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

4. Request Approval of Payment to Johnny's Signs for Welcome to Bedford Signage-Derrick Project-\$19,548.38-Brandon Woodward

- Brandon Woodward requested the board approve the payment to Johnny's Signs for the Bedford sign that will complete the Derrick Project.

- ❖ Mayor Craig made the motion to approve the payment.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

5. Request Acceptance of Amendment of Grant Easement for Duke Energy Utility Line-Electric Box-Brandon Woodward

- Brandon Woodward requested the board approve the amendment to the Duke agreement.
 - The amendment will allow Duke to install a new box for the service to City Hall and the Old Police Department.
 - A utility pole will be removed along with overhead wires.
 - The cables will be in the ground and lead to the box.
- ❖ Judy Carlisle made the motion to approve the amendment to the easement as requested.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

6. Request Acceptance of Quotes for Tuck Pointing-Old Police Station-Brandon Woodward.

- Umphress Masonry, Inc.
 - McIntyre Brothers.
 - Luallen Masonry
 - Brandon Woodward requested three sealed quotes from three vendors to tuck point the old police station.
 - Two quotes were received from Umphress Masonry and McIntyre Brothers.
 - Attorney Greg Pittman opened the quotes. Umphress Masonry-\$87,000 and McIntyre Brothers-\$247,500
 - Brandon Woodward reviewed the quotes and came back to the board and recommended the board approve the lowest bid from Umphress Masonry in the amount of \$87,000.
- ❖ Mayor Craig made the motion to approve the quote from Umphress Masonry .
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

7. Request Acceptance of Quote for Windows-Old Police Station-Brandon Woodward

- Tommy D's Window, Doors & More, Inc

- James Wisley Contracting, LLC
- City Glass of Bloomington, Inc.
- McIntyre Brothers.
- Brandon Woodward stated that he sent out four requests for quotes on windows for the old police department.
- Two quotes were received-Tommy D's \$27,658.75 -\$26,384.77 with the tax removed. James Wisley Contracting, LLC \$48,450.
- Brandon Woodward reviewed the quotes and came back to the board and recommended the board accept the quote from Tommy D's in the amount \$26,384.77 (without tax).

- ❖ Judy Carlisle made the motion to approve the quote from Tommy D's .
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

8. Request Acceptance of Quote for Graphic Design for TASC Buses-Dennis Parsley

- Mikels Signs-\$2,000.00.
- Johnny's Signs.
- HD Graphix
- Dennis Parsley stated that the city has received three buses, and they are ready for the graphic design on each.
- He requested quotes from three different vendors for the designs.
- Only one vendor provided a quote. Mikels Signs \$2,000 for each bus for a total of \$6,000.

- ❖ Mayor Craig made the motion to approve the quote from Mikels Signs.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

9. Request Approval of Closure of J Street-Between 15th Street and 16th Street-Saturday, September 28th From 2:00 P.M. to 8:30 P.M.-Spaghetti On the Square for Men's Warming Shelter Fundraiser-Heather Flynn

- Heather Flynn requested the board approve a request to hold the annual Spaghetti on the Square fundraiser in the downtown area and close J St. between 15th and 16th Streets.
- She changed the request to change the closing time from 2:00 PM to 2:30 PM due to two businesses on J Street being open until 2:00 PM.

- ❖ Judy Carlisle made the motion to approve the request to close J St between 15th & 16th Streets from 2:30 PM to 8:30 PM for the fundraiser.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

10. Request to Resend Reynolds Construction Change Order No. 1 Dated August 12, 2024; And Approve New Change Order No.1 Effective August 20, 2024, for Spider Creek SSO Storage Project #14-\$88,556.36-Misty Adams

- Overflow Pipe for Storage Tank-\$30,590.53
 - Storage Tank Staircase-\$17,933.61
 - Bridge Inspections by Lochmueller Group-\$40,032.22.
 - Misty Adams stated that for the first change order we had two days to approve the staircase in order to keep the price.
 - There is a stipulated amount as to how much for markup from the contract. Depending on what is it was, there is a certain percentage that can be changed. When Reynolds applied the percentage change they used the incorrect percentage.
 - The first change order was for \$94,430.04. needs to be rescinded and a new one for \$88,556.36. This if for the staircase and overflow pipe.
- ❖ Mayor Craig made the motion to rescind the change order dated August 12, 2024, and approve the new Change Order No. 1 effective today for the Spider Creek SSO Storage Project.
 - ❖ Judy Carlisle seconded the motion.
 - ❖ *All votes were in favor, No one opposed, Approved.*

11. Request Approval of And Acceptance of General Liability Insurance-Denise Henderson-Miles Parker

- Denise Henderson presented the renewal for the general liability, property, auto insurance for the city. There is a \$139,339 increase making the premium \$673,402.
 - Miles Parker explained that it is a difficult time for insurance, the entire industry is bad and getting worse. Everyone is seeing the increase and has been effective.
 - Large commercial risk has shown a shift in the marketplace that has not been pleasant. It is a struggle industry wide.
 - He went to multiple carriers; Zurich exited the market, but Munich has the capacity to handle the larger commercial properties.
 - The short summary is the deductible went from 10K to 25K with 1 percent on wind and hail damage.
- ❖ Judy Carlisle made the motion to approve the insurance renewal as presented.
 - ❖ Mayor Craig seconded the motion.
 - ❖ *All votes were in favor, No one opposed, Approved.*

12. Request Acceptance of Amendment to Police Department Holiday Policy-Denise Henderson

- Denise Henderson presented an amendment to the police Holiday Policy.
- This would be extending the ability to use holiday time to the end of April.
- It is difficult for officers to schedule their time off in such a short time as the policy states now. This will allow more flexibility for the officers to plan and take their time off when it is best for them.

- ❖ Mayor Craig made the motion to approve the amendment to the policy.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

13. Request Approval and Acceptance of Sentinel Safety Group Proposal-OSHA 10 Hour General Industry Training Course-Denise Henderson

- Denise Henderson requested the board accept the proposal from Sentinel Safety Group for OSHA training.
- This is a 10-hour training course for new employees and an update for current employees.
- This will be held over two days.

- ❖ Judy Carlisle made the motion to approve the proposal from Sentinel Safety Group.
- ❖ Mayor Criag seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

14. Request Approval and Acceptance of Siemens Agreement for Stonegate Arts & Education Center \$8,112.00 For Three (3) Years-From August 31, 2024, to August 30, 2027-Brandon Woodward

- Fire Alarm System Annual Test & Inspection
- Back Flow Annual Differential Test
- Portable Fire Extinguishers Annual Inspection
- Sprinkler System Annual Test & Inspection
- Fire Alarm Management Services.
- Brandon Woodward stated that Stonegate is owned by the city and are responsible for the fire alarm system.
- The prior agreement with Siemens was for \$6,000. The new extension agreement is for \$8,112 for three years.

- ❖ Mayor Craig made the motion to approve the agreement.

- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

15. Request Approval And Acceptance of Agreement Between City of Bedford and Butler, Fairman and Seufert, INC -Paser Report-2024 Pavement Management Program-David Flinn

- David Flinn stated every other year INDOT requires the city to complete a report on the city roads to be eligible for federal grants, Community Crossings grant and any other program or grant.
- The firm that completed the report two years ago was purchased by another company.
- Butler, Fairman and Seufert, Inc agreement to complete the report is for \$19,900 and is for two years which includes the supplement.

- ❖ Judy Carlisle made the motion to approve the agreement with Butler, Fairman and Seufert, Inc.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

16. Request Approval of INDOT LPA GAI Consultant Contract Amendment Request No 2 & No. 3 for John Williams Blvd. & Beech Street Roundabout-Additional Services-David Flinn

- GAI Contract No. R200035.00-Amendment No. 3-Traffic forecasting and analysis, driveway cut for Morris's property, sewer and utility design for roadway.
- David Flinn stated that the Roundabout project consultant contract needs to be amendment for an additional traffic study work per INDOT.
- There is also additional work for roadcut on the Morris property, Duke lines and sewer lines.

- ❖ Mayor Craig made the motion to approve GAI Contract No. R200035.00 Amendment 2 & 3 for \$28,660.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

- GAI Contract No R200035.01-Amendment No 2- Additional Right of Way management for Parcel 3 and Parcel 5.
- David Flinn stated that Amendment No 2 is for additional real estate right-away work that was needed.
- Mayor Craig stated that it was the assumption his presentation was for both contracts. The first vote needs to be amended the prior motion.

❖ Mayor Craig made the motion to amend the first motion and approve GAI Contract No. R200035.00 Amendment 3 for \$28,660.

❖ Judy Carlisle seconded the motion.

❖ *All votes were in favor, No one opposed, Approved.*

❖ Mayor Craig made the motion to approve GAI Contract No. R200035.01 Amendment 2 for \$2,000.

❖ Judy Carlisle seconded the motion.

❖ *All votes were in favor, No one opposed, Approved.*

17. Request Acceptance of Quote for Striping Machine-David Flinn

- Seal Master-\$23,129.00.
- Jamnet Suppliers, LLC-\$25,927.00
- RAE Products & Chemicals Corporation -\$24,747.00
- David Flinn obtained three quotes for striping machine.
- He requested the board approve the lowest bid from Seal Master in the amount of \$23,129.00

❖ Judy Carlisle made the motion to approve the quote from Seal Masters.

❖ Mayor Craig seconded the motion.

❖ *All votes were in favor, No one opposed, Approved.*

18. Request Acceptance of Purchase of Forklift-Not to Exceed \$25,000-David Flinn

- 2020 Caterpillar GP25N5-\$24,500.
- David Flinn requested approval from the board to purchase a used forklift not to exceed \$24,500

❖ Mayor Craig made the motion to approve the purchase of a forklift up to \$24,500 in cost.

❖ Judy Carlisle seconded the motion.

❖ *All votes were in favor, No one opposed, Approved.*

19. Request Acceptance of Bonus Incentive for Police Department-Pending Approval by Common Council-Chief Terry Moore

- Chief Moore addressed the board stated that due to staff shortage in dispatch and officers, we have extra money available in payroll. He asked the board to use the money to offer a bonus. The clerk treasurer has verified that these amounts do not exceed the payroll for the rest of 2024. Each employee will be required to sign a reimbursement agreement to continue employment through the rest of the year or pay back the entire amount.
 - 7 dispatchers at \$1,000.
 - 32 officers at \$2,500.
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- ❖ Judy Carlisle made the motion to approve the Bonus Incentive as requested pending council approval.
 - ❖ Mayor Craig seconded the motion.
 - ❖ *All votes were in favor, No one opposed, Approved.*

20. Request Approval of Bonus Incentive Agreement For Police Department-Denise Henderson

- Denise Henderson presented a bonus incentive agreement for the police department.
 - Each qualified employee will sign the agreement to receive the bonus and if they leave city employment before the end of the year, they will be required to pay it back.
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- ❖ Mayor Craig made the motion to approve the agreement pending council approval.
 - ❖ Judy Carlisle seconded the motion.
 - ❖ *All votes were in favor, No one opposed, Approved.*

21. Approval to Sign Claims

- ❖ Judy Carlisle made the motion to approve the claims,
 - ❖ Mayor Craig seconded the motion,
- All votes were in favor, No one opposed, Approved.*

22. Discussion- None

23. Adjourn

- ❖ Judy Carlisle made the motion to adjourn,
- ❖ Mayor Craig seconded the motion,
- ❖ *All votes were in favor, No one Opposed, Passed, Meeting Adjourned*

Board of Works & Safety 2024

- *Samuel J. Craig, Mayor* _____

- *Judy Carlisle* _____

- *Charlene Hall* _____

Attest: Billie Tumeay _____