

Board of Works and Safety

May 21, 2024

6:00 P. M.

Minutes

Call to Order: Judy Carlisle

The Board of Public Works and Safety met on May 21, 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
- Charlene Hall

Reading of Minutes

April 16, 2024-Regular Meeting

- ❖ Judy Carlisle made the motion to approve the minutes,
- ❖ Charlene Hall seconded the motion.

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

New Business:

1. Swearing-In Ceremony-Police Department

- Officer Joshua Turner.
- Officer Christian Anderson.
- Mayor Craig swore in both officers.

2. Receiving and Opening of Bids for Community Crossing Grant-David Flinn

- David Flinn stated that the city received three bid for paving.
- Greg Pittman opened the bids.
- Milestone-\$1,154,117.70
- P&B Paving LLC-\$1,233,359.10
- Flynn & Sons Paving-\$995,286.60

- David Flinn requested time to review the bids and come back later in the meeting.
- After item 20 on the agenda, David Flinn stated that all bids were fine.
- He recommends the board approve the low bid from Flynn & Sons.

❖ Judy Carlisle made the motion to approve the bid from Flynn & Sons.

❖ Charlene Hall seconded the motion.

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

3. Request Approval of Tony Kinser Auction Contract to Auction Surplus Property-Street Department-David Flinn

- Six or Eight Trucks.
- Michigan Loader
- 3 pt Post Hole Digger
- Wheels & Tires, etc.
- David Flinn asks the board's approval to approve the contract to hold an auction with Tony Kinser Auction to dispose of obsolete vehicles and equipment.
- The date of the sale is June 8th.

❖ Charlene Hall made the motion to approve the contract for auction.

❖ Judy Carlisle seconded the motion.

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

4. Request Acceptance of Two New Hires-Fire Department-Chief Luke Pinnick

- Mark Andrew Roberts -1st Class Firefighter
- Chief Pinnick stated Mark Roberts has successfully passed all necessary medical parameters mandated by the state of Indiana, local authorities and as required by INPRS.

❖ Judy Carlisle made the motion to accept Chief Pinnick's request.

❖ Charlene Hall seconded the motion.

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

- Colton R. Young-Darlage-Third Class Firefighter
- Chief Pinnick stated Colton Young-Darlage has successfully passed all necessary medical parameters mandated by the state of Indiana, local authorities and as required by INPRS.

❖ Charlene Hall made the motion to accept Chief Pinnick's request.

❖ Judy Carlisle seconded the motion.

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

5. Request Acceptance of Utility Line Easements-East/West Sanitary Sewer Project-Misty Adams

- Gary D. Terrell.
- Virginia K Jones.
- Bedford Recycling-Larry Parsons
- Misty Adams stated that these are the last three easements needed for the project.

❖ Judy Carlisle made the motion to approve all easements.

❖ Charlene Hall seconded the motion.

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

6. Request Acceptance of Quit Claim Deed-Between Patricia L Luttrell and City of Bedford-Misty Adams

- Misty Adams stated that Patricia Luttrell owns the small triangle of land that the city needs for the project.
- Patricia Luttrell donated the land to the city for the project.

❖ Charlene Hall made the motion to accept the deed,

❖ Judy Carlisle seconded the motion.

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

7. Request Acceptance and Acceptance of Cyber Insurance- Denise Henderson.

- Denise Henderson stated that she received three quotes for the Cyber Insurance.
- CFC-\$21,781.25
- Travelers -Option 1 \$17,990
- Travelers-Option 2 \$17,000
- In comparing all the quotes and coverage, CFC has better coverage and a dedicated team to take care of issues.
- The city currently has CFC, and the quote is \$300 more than last year's quote.
- CFC is the recommended company after all reviews of coverage.

❖ Judy Carlisle made the motion to approve renewal of Cyber Insurance with CFC.

❖ Charlene Hall seconded the motion.

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

8. Request Approval and Acceptance of Quote for Fire Department HVAC System Installation Chief Luke Pinnick

- HFI Mechanical & Building Solutions-\$84,500-Award Recommendation
- Air-Master Heating & Air Conditioning-\$112,700
- Spartan Mechanical, LLC Heating & Ai-\$141,891.
- Chief Pinnick stated that at the main station the boiler system is aging.
- The job is this is a big project, and it consists of installing a new heating system and removing the old boiler.
- Chief Pinnick recommends accepting the lowest quote from HFI Mechanical.

- ❖ Charlene Hall made the motion to approve the quote from HFI .
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

9. Request Approval & Acceptance of Quote for Fire Department Hydronic Boiler System Demolition-Removal-Chief Pinnick

- Spartan Mechanical, LLC Heating & Air Conditioning-\$13,800-Withdrew quote.
- HFI Mechanical & Building Solutions-\$20,500
- McIntyre Brothers-\$23,800
- Air-Master Heating - Air Conditioning-\$16,000
- Chief Pinnick stated this is the removal of the boiler system and he recommends accepting the lowest quote from Air Master Heating.

- ❖ Judy Carlisle made the motion to approve quote from Air-Masters Heating.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

10. Request Acceptance of Minor Subdivisions--Brandon Woodward

- Logan Chastain-205 East Lake Drive
- Brandon Woodward stated that the Plan Commission held a preliminary hearing on March 12 and the request was approved to have a final hearing.
- A hearing was held on April 9th. At that time a concern for water runoff was raised and the request was tabled.
- A hearing was held on May 14th and all concerns on the water runoff were taken care of. The commission approved the request.

- ❖ Charlene Hall made the motion to approve the acceptance.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

- Gerkin Properties-3626 Washington Ave
- Brandon Woodward stated that the Plan Commission held a preliminary hearing on April 9 and the request was approved to have a final hearing on May 14.
- A hearing was held on May 14th and the request was approved by the commission with no concerns raised and no one who spoke against the request.

- ❖ Judy Carlisle made the motion to approve the acceptance.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

11. Request Acceptance of Promotion-Probationary-Fire Department -Chief Luke Pinnick

- Bryan Osborne-Lieutenant.
- Chief Pinnick requested the promotion with a 1 year probationary period.

- ❖ Charlene Hall made the motion to approve promotion.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

- Joshua Downing-Senior Firefighter
- Chief Pinnick requested the promotion with a 1 year probationary period.

- ❖ Judy Carlisle made the motion to approve promotion.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

**12. Request for Funding of Police K-9 OPIOID Funds- K-9 Training Expense (\$2,500)-
Chief Terry Moore, Billie Tumey**

- Billie Tumey requested the board's approval to pay the new K-9 training from the Restricted Opioid Fund with council approve.
- The training meets the requirements for the use of funds.

- ❖ Charlene Hall made the motion to approve the funding subject to council approval.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

**13. Request Acceptance of Two License Agreements for East West Gravity Sewer Line-
\$15,000 -Misty Adams**

- Indiana Railroad-Storm Sewer-\$7,500.
- Indiana Railroad-Sanitary Sewer-\$7,500.
- Misty Adams requested acceptance of the license agreements with the railroad for the Sewer project.

- ❖ Judy Carlisle made the motion to approve agreements.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

**14. Request Approval and Acceptance of Lochmueller Group Change Order No.1-
Mitchell & Stark Construction-Spider Creek Force Main Project-Decrease \$42,400-
Misty Adams**

- Misty Adams requested the board approve the change order for the odor control system at spider creek.

- ❖ Charlene Hall made the motion to approve the change order.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

15. Request Approval and Acceptance of Lochmueller Group Change Order No.1-Infrastructure Systems-East/West Sewer Project-Increase \$5,000-Misty Adams

- Misty Adams stated the change order is needed for the INDOT Monitor Program.
- This is an increase of \$5,000.

- ❖ Judy Carlisle made the motion to approve the change order.
- ❖ Charlene Hall seconded the motion.

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

16. Request Approval Of Spider Creek READI Agreement-First Amendment-Misty Adams

- Misty Adams stated this amendment has to do with the IEDC \$5,000,000 contribution to the project. This will go through ROI Grant
- Asking for the approval of the grant agreement for the mayor to sign

- ❖ Charlene Hall made the motion to approve the amendment.
- ❖ Judy Carlisle seconded the motion.

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

17. Request Approval and Acceptance of GM Reimbursement Agreement-Misty Adams

- Misty Adams stated that GM has agreed to reimburse the city for the sewer hookup in the amount of \$205,725.
- GM will also donate \$294,275 for the Force Main from 6th Street to the GM property.

- ❖ Judy Carlisle made the motion to approve the agreement,
- ❖ Charlene Hall seconded the motion.

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

18. Resolution 3-2024-Approving Certain Advanced purchases in Accordance with the Indiana Code 5-11-10.1.6-Misty Adams

- Steel Tank-\$1,350,000
 - Auto Flushing System-\$445,000
 - Odor Eliminator-\$195,000
 - Misty Adams stated that there are three items that require advanced payment per contract.
 - For public works projects, a new statute allows advanced payment for materials ordered at 50% or up to 2 million dollars.
 - Charlene Hall had concerns about the Resolution being approved for all projects for the city.
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- ❖ Charlene made the motion to approve Resolution 3-2024 for the Spider Creek Project only.
 - ❖ Judy Carlisle seconded the motion.

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

RESOLUTION NO. 3-2024

A RESOLUTION OF THE CITY OF BEDFORD BOARD OF PUBLIC WORKS AND SAFETY APPROVING CERTAIN ADVANCE PURCHASES IN ACCORDANCE WITH INDIANA CODE 5-11-10-1.6

WHEREAS, the City of Bedford Board of Public Works and Safety of the City of Bedford, Indiana wishes to approve advance payments to contractors to enable the contractors to purchase materials needed for a public works project of the political subdivision as approved by Indiana Code 5-11-10-1.6(d)(3), and

WHEREAS, the City of Bedford Board of Public Works and Safety of the City of Bedford, Indiana wishes to approve advance payments for goods or services before the goods are delivered or services are completed as approved by Indiana Code 5-11-10-1.6(d)(4), and

WHEREAS, the City of Bedford Board of Public Works and Safety of the City of Bedford, Indiana may state limitations on the dollar amount of advance payments that will be made; and

WHEREAS, the City of Bedford Board of Public Works and Safety of the City of Bedford, Indiana will require documentation relating to making advance payments to contractors for materials or vendors for goods or services.

NOW, THEREFORE, BE IT RESOLVED by the City of Bedford Board of Public Works and Safety, as follows:

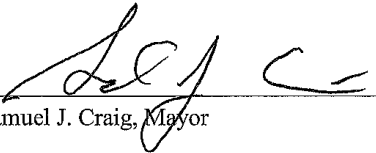
1. The contractor's or vendor's prepayment request must be denoted on the pay application by highlight and asterisks for public works projects.
2. Said application must be recommended and approved by the engineer on the project for public works projects.
3. Prepayments will be tracked by defining the prepayment on a purchase order.
4. A prepayment invoice will be created associated with the purchase order.
5. The contractor or vendor is required to provide insurance or a surety bond in the amount of the prepayment if the amount of the prepayment is more than one hundred fifty thousand dollars (\$150,000).

6. Advance payments may not exceed the lesser of the following:
 - a. Fifty percent (50%) of the entire cost of the contract.
 - b. Two million dollars (\$2,000,000).
7. The Clerk-Treasurer shall issue checks or warrants for claims or submit to the proper authority that directly makes payments to the contractor or vendor provided all of the requirements are met.
8. The Clerk-Treasurer does not incur personal liability for disbursements:
 - a. Processed in accordance with this section
 - b. For which funds are appropriated and available.

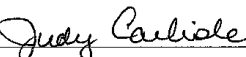
This resolution shall take effect immediately upon adoption by the Bedford Board of Public Works and Safety adopted the 21st day of May, 2024. *Limited to the Spider-Creek Project.*

*Clk
de*


BEDFORD BOARD OF PUBLIC WORKS AND SAFETY



Samuel J. Craig, Mayor

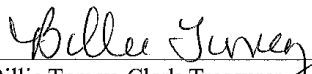


Judy Carlisle, Member



Charlene Hall, Member

ATTEST:



Billie Tumey, Clerk-Treasurer

19. SOP 223-Amending Contracted Extrication Service -Fire Department-Chief Luke Pinnick

- Chief Pinnick stated the reporting part the extraction service needed to be updated due to the software change.

- ❖ Judy Carlisle made the motion to approve SOP 223.
- ❖ Charlene Hall seconded the motion.

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

20. Request Approval ROI Grant Proceeds of \$109,342.50 Transfer to The Bank of New York-Misty Adams.

- Misty Adams requested the board approve the transfer of the balance of the ROI Grant.
- The grant was awarded for \$250,000 and has a balance of \$109,342.50.
- The funds need to be transferred to The Bank of New York for the sewer project due to SRF requirements.

- ❖ Charlene Hall made the motion to approve the transfer of funds,
- ❖ Charlene Hall seconded the motion.

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

21. Approval to Sign Claims

- ❖ Charlene Hall made the motion to approve the claims,
- ❖ Judy Carlisle seconded the motion,

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

22. Discussion- None

23. Adjourn

- ❖ Judy Carlisle made the motion to adjourn,
- ❖ Charlene Hall 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 Tumey
