

Board of Works and Safety

June 18, 2024

6:00 P. M.

Minutes

Call to Order: Mayor Sam Craig

The Board of Public Works and Safety met on June 18, 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 Absent:

- Charlene Hall

Reading of Minutes

May 21, 2024-Regular 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. Swearing-In Ceremony-Firefighter Coleton R. Young-Darlage-Fire Department

- Mayor Craig swore in Firefighter Colrton Young-Darlage.

2. Request Acceptance of the Fully Executed ROI First Amendment Agreement With Corrected Amount of \$6,378,755-Spider Creek READI Agreement-Misty Adams

- Misty Adams stated that the original agreement had a typo in the amount.

- The first amendment will correct the amount to \$6,378,755.
- ❖ Mayor Craig made the motion to approve the Amendment.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

3. Opening of Bids for Grant Administrator-Owner Occupied Housing Rehabilitation Program-Ashlynn Bender

- Ashlynn Bender stated that the city is applying for the Owner-Occupied Housing Rehabilitation Program. The city is required to make at least a 10% match.
- The program is a \$250,000 grant that provides low-income residents with funding to make home repairs. We have had several inquiries on the program from residents in need.
- The first step is to select the grant administrator.
- Attorney Greg Pittman opened the only bid that was received from Administrative Resources Association (ARa) in the amount of \$44,500. The fees come from the grant funds.
- Ashlynn Bender took time to review the bid and came back after the last item on the agenda.
- Ashlynn Bender recommended accepting the bid from ARa after questioning the ARa representative on fees. The fees are based on the amount of the grant determined by OCRA and is a projected estimate/
- The city will need to fund a match and will only be paid if the grant is awarded to the city.

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

4. Request Approval of Closing Streets at Wilson Park for City of Bedford July 4th Fireworks Agreement- 7:00 PM to 11:00 PM-Chief Terry Moore

- Chief Moore stated that the road closures are for the same from the last three years.
- Mayor Craig stated that if it rains on July 4 the rain date will be rescheduled for the Saturday after the 4th of July.
- .
- ❖ Mayor Craig made the motion to approve the street closures.
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

5. Request Approval and Acceptance of Wisley Pyrotechnics Inc. Fireworks Agreement-Mayor Sam Craig

- Mayor Craig presented an agreement with Wisley Pyrotechnics in the amount of \$20,000 for the fireworks display on the 4th of July.
- The city has received donations from businesses and residents and are close to \$20,000 total.

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

6. Request Approval of Payment for Wisley Pyrotechnics Inc. For July 4th Fireworks-Mayor Sam Craig, Billie Tumey

- Bille Tumey requested permission to pay the claim for the fireworks prior to the July Board of Works meeting.

- ❖ Mayor Craig made the motion to pay the claim prior to the July meeting,
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

7. Request Approval of Street Closures for the June 28th and June 29th Limestone Heritage Festival and Parade-Sarah Turpen

- Closing J Street Between 16th Street and 15th Street -Thursday June 27th at Noon-Saturday June 29 at Midnight
- Closing M Street Between 12th and 15th Street from 3:00 PM-7:00PM-Saturday, June 29.
- Closing 15th Street Between M Street and O Street from 3:00PM-7:00PM-Saturday June 29.
- Closing 16th Street and 15th Street Between M Street and I Street from 5:15PM-7:30PM- In Addition to I Street (Between 15th & 16th Street) and Lincoln Ave (Between 15th & 12th Street);and 13th Street (Between Lincoln Ave & M Street) Saturday June 29.
- Sarah Turpen requested the road closures for the Limestone Heritage Festival.
- Food trucks will be set up along J Street and the parade will be on Saturday June 29th.

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

8. Request Approval of Closing J Street Between 10th Street and 14th Street Beginning at 8:00PM for Saturday, June 29th BRI Fireworks-Sarah Turpen, Mayor Sam Craig

- Sarah Turpen requested road closures for the setup of the fireworks display .

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

9. Request Acceptance of Use of Force Policy Update-Police Department-Chief Terry Moore

- Chief Moore stated that in the fall of 2023, he presented a use-of force statewide policy developed by the Indiana Law Enforcement Training Board to be implemented by every department by January 1, 2024.
- This policy may not be added to, modified, or altered in any way. The training board has revised that policy to include specific annual training , and every department is to do so my July 1, 2024.
- The department has completed the required training.

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

10. Request Approval and Acceptance of Disabled Assisted Parking Spot-Requested by Kimberly Mosier, 934 I Street- Chief Terry Moore

- Chief Moore stated that he received a letter from Kimberly Mosier, who lives at 934 I Street, requesting a disabled-assisted parking spot.
- In her letter, she mentioned that there is limited parking on the street, and her neighbor has several vehicles that he parks on the road.
- There is a driveway at her residence but the access is on a hill, which makes it difficult to walk or push her mother, who is in a wheelchair, to the front door.
- Chief Moore has looked at the parking concerns and agrees with Ms. Mosier that a sig

- in front of her house would help her situation.
- Chief Moore told Ms. Mosier that if the board agreed to place a sign, she would be required to send a letter to me every June requesting to keep the sign. If the letter is not received, the sign will be removed.

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

11. Request Acceptance of Minor Subdivision for Adam Chastain-2727 I Street-Brandon Woodward

- Brandon Woodward received a request from Adam Chastain for a minor subdivision of the property located at 2727 I Street. Adam is requesting to subdivide the lot into two separate parcels.
- On May 14 a preliminary hearing was held with the Planning Commission for the request which was approved and moved to a public hearing .
- Prior to the public hearing all public notices were sent out to adjoining property owners and advertised.
- On June 11 a public hearing was held with the Planning Commission for the request. With no issues or concerns the board approved the request to be moved to the Board of Works for final approval.
- Brandon asks the board to approve the minor subdivision of 2727 I Street into two separate parcels.

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

12. Request Acceptance of Lochmueller Group Change Order No. 2 Infrastructure System-East/West Sewer Project-Increase of \$3,201 -Misty Adams

- Misty Adams requested acceptance of the change order from Lochmueller.
- On the East/West Sewer Project a small parcel on O Street and Lincoln Ave. is owned by Indiana Railroad. They are requesting a special insurance policy from the city to protect them during the project.

- ❖ Mayor Craig made the motion to approve change order no. 2 .
- ❖ Judy Carlisle seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

13. Request Acceptance of Contract for Local Artist Grant-Ashlynn Bender

- Ashlynn Bender presented a contract that the city would enter with local artist.
- The city received a \$10,000 grant for local artists to have workshops for the city residents.
- Stained glass, string art and macrame are some of the classes that will be offered.
- The contract will allow the city to be a pass-through for the grant and waive the liability by the city.

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

Artist Class Fee Grant Agreement

This Agreement is made on this ____ day of _____, 2024, by and between the City of Bedford ("City"), and _____, an independent artist ("Artist").

Recitals

WHEREAS the City has been awarded a grant to cover class fees for participants to local artists' classes; and

WHEREAS the City will act as a passthrough to handle the grant funds to the Artist for conducting the classes.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

Purpose of Agreement The purpose of this Agreement is to outline the terms and conditions under which the City will disburse grant funds to the Artist for conducting classes for participants.

- 1. Payment:** The City shall act as a passthrough entity for the grant funds received. Upon receipt of proper invoices from the Artist, the City will disburse the grant funds to the Artist for the classes conducted as per the terms outlined in this Agreement.
- 2. Hold Harmless Clause:** The Artist agrees to indemnify, defend, and hold harmless the City, its officers, agents, and employees from and against any and all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from any injury or damage sustained by any person during the course of the classes conducted by the Artist, provided that any such claim, damage, loss, or expense is caused in whole or in part by any negligent act or omission of the Artist, its employees, agents, or subcontractors, or anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable.
- 3. Independent Contractor Status:** The Artist is and shall at all times be an independent entity and not an employee, subcontractor, or independent contractor of the City for any purposes. The City shall not have control over the means and methods by which the Artist performs the work described herein. The Artist shall not be entitled to any benefits that the City provides for its employees.
- 4. Intellectual Property:** Any materials or artwork created by the Artist during the classes shall remain the property of the Artist. The Artist grants the City a non-exclusive, royalty-free license to use any such materials or artworks for promotional and educational purposes.
- 5. Compliance with Laws:** The Artist agrees to comply with all applicable federal, state, and local laws, regulations, and ordinances in performing the work under this Agreement.
- 6. Termination:** Either party may terminate this Agreement for any reason upon ____ days' written notice to the other party. Upon termination, the Artist shall be entitled to payment for services performed up to the date of termination upon receipt of proper invoices.

14. Resolution 4-2024-Resolution Declaring an Emergency and Authorizing Public Works Projects to Repair 16th Street and Water Main-Misty Adams

- Misty Adams presented a resolution declaring an emergency for the water main break on 16th Street. It would also authorize the public works project to repair the street and the water main.
- The street was newly paved by INDOT and will partner with them in repairing the road.

- ❖ Mayor Criag made the motion to approve Resolution 4-2024.
- ❖ Judy Carlisle seconded the motion.

All votes were in favor, No one opposed, Approved

CITY OF BEDFORD
BOARD OF PUBLIC WORKS AND SAFETY

RESOLUTION NO. 4 - 2024

A Resolution Declaring an Emergency and

Authorizing Public Works Projects to Repair 16th Street and Water Main

WHEREAS, Indiana Code § 36-1-12-9 authorizes the Board to declare an emergency and to contract for public works projects without advertising for bids so long as bids are invited from at least two (2) persons known to deal in the public work required to be done; and

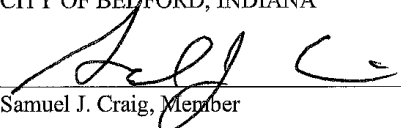
WHEREAS, on June 15, 2024 a City water main ruptured under US Highway 50/16th Street between O Street and Brian Lane Way in the City of Bedford causing substantial damage to the street and resulting in the street being closed until repaired; and

WHEREAS, US Highway 50/16th Street is a primary thoroughfare within the City.


NOW, THEREFORE, BE IT RESOLVED THAT, the City of Bedford, Indiana, by its Board of Public Works and Safety, hereby declares that an emergency exists and authorizes any and all public works contracts that are necessary to repair US Highway 50/16th Street between O Street and Brian Lane Way, repair adjoining sidewalks and intersecting streets, replace water lines, transfer service from existing 4-inch water lines to new 12-inch water main, and repair existing and/or add additional hydrants, to be awarded without advertising so long as bids are invited from at least two (2) persons known to deal in the public work required to be done.

PASSED AND ADOPTED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF BEDFORD, INDIANA, THIS 18 day of JUNE, 2024.

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF BEDFORD, INDIANA



Samuel J. Craig, Member



Judy Carlisle, Member

Charlene Hall, Member

15. 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.

16. Discussion- None

17. 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 _____