

Board of Works and Safety

September 19th, 2022

4:00 P. M.

Minutes

Call to Order: Mayor Samuel J. Craig

The Board of Public Works and Safety met on September 19th, 2022, at StoneGate Art & Education Center, 931 15th Street for Regular Meeting. Honorable Mayor Samuel J. Craig presided and called the meeting to order at 4:00 P.M.

Members Present:

- Mayor Samuel J. Craig
- Judy Carlisle (Absent)
- Charlene Hall

Reading of Minutes

August 11th, 2022-Special Meeting (Amended Minutes)

August 15th, 2022-Regular Meeting

August 23rd, 2022-Special Meeting

- ❖ Mayor Samuel J. Craig made the motion to approve,
- ❖ Charlene Hall seconded the motion,
- ❖ ***All votes were in favor, No one opposed, Passed.***

New Business:

1. Safety Award Presented by Accident Fund-Brandon Bain

- Brandon Bains presented a Safety Award to the City of Bedford for their exemplary safety program and safety training in keeping the city and the employees safe.
- Brandon presented the award to Denise Henderson and thanked her for the excellent work on the safety program and training. Brandon commented that Denise frequently called asking questions to make sure the city is compliant and staying on top of safety training.

2. Swearing in Ceremony-Firefighter Charles S. Johnson

- Mayor Craig swore in Firefighter Charles S. Johnson
- Firefighter Johnson has met the requirements for the City of Bedford Fire Department.

3. Request Approval and Acceptance of White River Humane Society Agreement-Nina Peterson

- Mayor Craig asked the approval of the Agreement be tabled since the White River Humane Society will be presenting their requests at the Council meeting at 7:00 P.M. tonight.
- ❖ Charlene Hall made the motion to table,
- ❖ Mayor Samuel J. Craig seconded the motion,
- ❖ *All votes were in favor, No one opposed, Tabled*

4. Request Approval of J Street Closure Between 15th Street and 16th Street-From 8:00 A.M. to 10:00 P.M.-Saturday October 15-Autism Awareness-Food Vendors and Music-Sara Swaagman, Kevin Jamison

- Sara was not able to attend, Kevin Jamison spoke on her behalf.
- The request is to close J Street between 15th and 16th Street for Autism Awareness.
- Kevin said they will have music and vendors along J Street.
- Mayor Craig stated the city requires that any merchants being affected by the closure be contacted before street closings are approved.
- Mayor Craig requested Kevin contact the merchants and report back to City Hall
- Motion is being made by Mayor Craig to approve the closure on the condition there are no issues with the affected business owners.
- ❖ Mayor Samuel J. Craig made the motion approve with the condition the business owners are made aware of the closing of J Street,
- ❖ Charlene Hall seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved with Condition*

5. Request Approval of Reserving Seven (7) Temporary Parking Spaces for Early Voting Along 16th Street Going East From J Street to I Street-From October 11th to November 8th-Requested by County Clerk Billie Tumey-David Flinn

- David Flinn said the County Clerk is asking for seven (7) parking spaces for early voting on 16th Street from October 11th to November 8th.
- Mayor Craig this request has been approved in the past.
- ❖ Mayor Samuel J. Craig made the motion to approve,
- ❖ Charlene Hall seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approve*

6. Request Approval and Acceptance of Agreed Order-Del Schulenburg-Misty Adams

- Misty is requesting the approval of the agreement of \$50,000 to Del Schulenburg.
 - The City filed a complaint on June 28, 2022, seeking to acquire certain interests in the property owned by Del Schulenburg, lots 19, 20 and 21 in Howard Addition for the Spider Creek Project.
 - The property will extend the Spider Creek Lift Station.
 - Mr. Schulenburg filed a Consent and Waiver of Hearing on July 25, 2022.
 - Upon the receipt of the \$50,000 there can be no pre or post judgements applied to this agreement.
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- ❖ Mayor Samuel J. Craig made the motion to approve,
 - ❖ Charlene Hall seconded the motion,
 - ❖ *All votes were in favor, No one opposed, Approved*

7. Request Approval of Traffic Sign Plan Project Title Page-David Flinn

- INDOT is requesting a Title Page for the Sign Plan Project be signed.
 - The title page is for First Group, which is the engineering firm for the Sign Plan Project.
 - The Project will be replacing every regulatory sign in the city. This does not include informational signs such as street signs.
 - David said the project cost is over 1 million dollars
 - The Sign Project is a directive from the State.
 - The Federal Grant for project is 90/10.
 - The project may begin early next summer.
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- ❖ Mayor Samuel J. Craig made the motion to approve,
 - ❖ Charlene Hall seconded the motion,
 - ❖ *All votes were in favor, No one opposed, Approved*

8. Request Approval and Acceptance of Medical Qualification Policy for Transit Authority of Stone City (TASC)-Dennis Parsley

- Dennis said TASC recently went through a review with INDOT, and the current medical policy was due for an update.
- The policy stipulates how the drivers have to be medically qualified.
- This is the updated policy through INDOT addressing the qualifications.
- In order to be in compliance, the new medical policy revised by INDOT needs to be signed and followed.

- Charlene questioned the date of the revision listed on the form which was 01/2014.
- Dennis stated he was given the template for revision and inadvertently missed the revision date. The date will be updated to reflect the current year.

- ❖ Mayor Samuel J. Craig made the motion to approve,
- ❖ Charlene Hall seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved*

9. Request Approval of Excess Equipment Donation to Oolitic Police Department-In-Car Computer Fujitsu Q704 s/n R6202645 and Vehicle Mount-\$1.00-Chief Terry Moore

- Chief Moore said he was approached by Oolitic Police Department inquiring about their need for a used in-car computer and mount.
- Chief Moore said the Police Department has a used in-car computer and mount that has not been used for several years.
- The computer was purchased as a trial computer and did not fit the needs of the Police Department
- Chief Moore is requesting to donate the equipment to Oolitic PD for the amount of \$1.00

- ❖ Charlene Hall made the motion to approve,
- ❖ Mayor Samuel J. Craig seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved*

10. Request Approval and Acceptance of Officer Promotions-Police Department-Chief Terry Moore

- Chief Moore said, with Captain Tim Chen moving back to the rank of patrol officer, I have a Captain and Sergeant position to fill.
- Chief Moore is asking for following promotions:
- Sergeant Kody Emmons to the rank of Captain
- Officer Faheem Bade to the rank of Sergeant
- These promotions will be probationary for six months before becoming permanent.

- ❖ Mayor Samuel J. Craig made the motion to approve,
- ❖ Charlene Hall seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved*

11. Request Approval of Sign at 7 ½ Street-Chief Terry Moore

- Chief Moore said the city received a request from a homeowner at 721 Lincoln Ave for a sign to be placed due to the safety of her child who has autism.
- Chief Moore said he was not sure what type of sign will be needed there but is requesting to have signage, once determined.
- Mayor Craig said his suggestion is to approve signage at 7 ½ Street or Lincoln Avenue.

- ❖ Mayor Samuel J. Craig made the motion to approve,
- ❖ Charlene Hall seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved*

12. Request Approval and Acceptance of Needmore Properties Minor Subdivison-3325 & 3327 Washington Avenue, Brandon Woodward

- A request for minor subdivision was filed with the Bedford Plan Commission by Needmore Properties, LLC. The existing lots are located at 3325 and 3327 Washington Ave.
- The approval is to divide the lots into 3 parcels.
- A public hearing was held on September 13, 2022, and after discussion with board members and the public, the miner subdivision was approved.

- ❖ Charlene Hall made the motion to approve,
- ❖ Mayor Samuel J. Craig seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved*

13. Request Approval and Acceptance of John M Money Trust Minor Subdivision-John M. Money-816 T Street, Brandon Woodward

- A request for minor subdivision was filed with the Bedford Plan Commission by John M. Money Trust. The existing lots are located at 816 T Street.
- The request is to divide the lot into 2 parcels.
- A public hearing was held on September 13, 2022, and after discussion with board members and the public, the miner subdivision was approved

- ❖ Mayor Samuel J. Craig made the motion to approve,
- ❖ Charlene Hall seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved*

14. Request Approval and Acceptance of Memorandum of Understanding and Agreement – Association of Indiana counties Tax Refund Exchange and Compliance System-Misty Adams

- Misty said Bedford Utilities currently give the delinquent accounts to Stone City Collections for processing.
 - The Association of Indiana Counties can do a match through Tax Refund Exchange and Compliance System.
 - A hold can be placed on the tax refunds of individuals who are delinquent on their utility bill.
 - The success rate through this system has a better success rate than the city currently has with Stone City Collections.
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- ❖ Mayor Samuel J. Craig made the motion to approve,
 - ❖ Charlene Hall seconded the motion,
 - ❖ *All votes were in favor, No one opposed, Approved*

15. Approval to Sign Claims

- ❖ Charlene Hall made the motion to approve,
- ❖ Mayor Samuel J. Craig seconded the motion,
- ❖ *All votes were in favor, No one opposed, Approved*

16. Discussion

- No Discussion

17. Adjourn

- ❖ Mayor Samuel J. Craig 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 2022

- *Samuel J. Craig, Mayor* _____

- *Judy Carlisle* _____

- *Charlene Hall*

Attest: Marsha Pfeiffer
Clerk-Treasurer
