***BOARD OF PUBLIC WORKS AND SAFETY***

***MONDAY NOVEMBER 25, 2024***

***AT 9 AM***

*Members present Marla Flowers, Terry Hogan and Ron Hodge; Mary Howard-Hamilton and Jim Nichols were absent.*

***OLD BUSINESS***

***1. Approve Minutes from Board of Public Works and Safety Meeting November 12, 2024***

*Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***NEW BUSINESS***

***1. Settlement Request***

*The Board was asked to accept payment of $350 on an ambulance invoice of $951.00, client had no health insurance and had substantial medical bills. Based on a recommendation from City Legal Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***2. Grass Liens***

*Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***3. Suit Authorization***

*Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***4. Payroll***

*Ron Hodge made a motion to certify the payroll based on the recommendation of the Department Heads and the City Controller subject to the appropriation of funds; this was seconded by Terry Hogan and approved by the Board.*

***5. Claims***

*Ron Hodge made a motion to certify the claims based on the recommendation of the Department Heads and the City Controller subject to the appropriation of funds; this was seconded by Terry Hogan and approved by the Board.*

***6. Southard Acres East Water Main Extension***

*The City of Terre Haute will be using ARPA money to fund the installation of water main extension for the new Southard Acres Subdivision. This project aims to provide connection and water supply to the residents of Terre Town. Based on a recommendation from the Department of Engineering Terry Hogan made a motion to approve; this was seconded by Ron Hodge and approved by the Board.*

***7. Request to Surplus Multi-Function-Printers***

*Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***8. Agreement for TOWING OF MOTOR VEHICLES***

*City Legal submitted an Agreement for Towing only not Storage, this is a Two (2) year agreement with an increase of towing fees from $100 to $175. Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***9. Award Website Design and Replacement***

*The Terre Haute Information Technology department informed the Board there were thirteen (13) vendors who responded with a proposal on how their software and support could benefit the City of Terre Haute. Criterion was based on key industry standard requirements expected for sound website operations. Based on a recommendation from IT Ron Hodge made a motion to award to Revize, a Troy Michigan Minority Business Enterprise; this was seconded by Terry Hogan and approved by the Board.*

***10. Memorandum of Understanding between Vigo County Indiana and City of Terre Haute for Vigo County Next Level Trails Path (Riley SpurTrail) Project Development***

*The City of Terre Haute will split costs 50/50 with the County for this project. Based on a positive recommendation from the Department of Engineering Terry Hogan made a motion to approve; this was seconded by Ron Hodge and approved by the Board.*

***11. Memorandum of Understanding between Vigo County and Terre Haute Transportation Capital Improvement Plan and Program***

*The City of Terre Haute will split costs 50/50 with the County for this project, City’s portion is $108,000. Based on a positive recommendation from the Department of Engineering Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***12. Professional Services Agreement with United Consulting - Downtown Two-Way Street Conversion***

*The City wishes to improve traffic flow throughout downtown by investigating the conversion of several one-way streets to two-way streets. United will perform a capacity analysis of these segments following the conversion to two-way. Up to eight one-way streets shall be included in the study. Based on a recommendation from the City Engineer Terry Hogan made a motion to approve; this was seconded by Ron Hodge and approved by the Board.*

***13. on-Cal Services Agreement for Traffic Signal Studies with United Consulting***

*This is an On-Call Agreement for professional services, the scope of work in this agreement is undefined, allowing for the assignment of work on a task-by-task basis. Based on a positive recommendation from the Department of Engineering Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

*There being no further business Ron Hodge made a motion to adjourn; this was seconded by Terry Hogan and approved by the Board.*

*Robin A Drummy, Administrator*

*BOARD OF PUBLIC WORKS AND SAFETY*

*NEXT MEETING OF THE BOARD OF PUBLIC WORKS AND SAFETY IS MONDAY DECEMBER 9TH AT 9 AM*