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

***MONDAY JANUARY 27, 2025***

***AT 9 AM***

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

***OLD BUSINESS***

***1. Approve Minutes from Board of Public Works and Safety Meeting January 13, 2025***

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

***2. Award Bid - Southard Acres East Water Main Extension Project***

*The Department of Engineering received three (3) bids for the Southard Acres East Water Main Extension Project. The three (3) bids were from Miller Pipeline LLC ($654,356.12), Feutz Contractors, Inc. ($657,470.00) and B & T Drainage, Inc. ($440,516.00). Based on a recommendation from the Department of Engineering Ron Hodge made a motion to award to B & T Drainage, Inc. the lowest responsive responsible bidder, this was seconded by Mary Howard-Hamilton and approved by the Board.*

***NEW BUSINESS***

***1. Request from Terre Haute Police Department to purchase Fifteen (15) Dodge Durango’s using the State of Indiana Vehicle QPP***

*The Police Department requested approval to place the annual vehicle order, for fifteen (15) Dodge Durango vehicles utilizing the state of Indiana QPA, awarded to Fletcher Chrysler Products located in Franklin, Indiana. The Police Departments FY2025 budget includes funding for this order, and the department intends to seek financing proposals at a later date within 30 days of anticipated delivery of these vehicles, via location financial institutions. Marla Flowers asked what QPA stood for and the Board was informed Quantity Purchase Agreement. Marla Flowers asked if the police department was aware the County was having issues with their Durango’s and the Board was informed yes but we order V-6 not V-8 and all our vehicles will be equipment with the police package. The Board was informed the Police Department has several Durango’s in their fleet and has had no issues. Terry Hogan made a motion to approve; this was seconded by Ron Hodge and approved by the Board.*

***2. Request for Commercial Loading Zone – St Patrick’s School***

*Stefany Davis of Saint Patrick School requested a loading Zone and no parking sign along S 19th Street at the furthest south entryway of the school to be used by their delivery drivers. Upon review, the property has an off-street facility on the west side of the school where they can designate an off-street loading space. In paragraph a, Section 10-137 of the City Code it states: “In order to relieve traffic congestion in the street, to minimize any detrimental effects of off-street parking areas throughout the City, off-street parking and loading spaces for every use shall be provided in accordance with the standards established in this Zoning Ordinance.” Furthermore, according to Table 3 (Off-Street Loading Requirements) of City Code, schools are required one (1) off-street loading berths for each 15,000 square feet of total floor area. Based on this information the Department of Engineering made recommendation to Deny. The Board asked why they were not able to use the off-street parking near 18th Street and the Board was informed that is blocked off due to the area being needed for students. The Board asked what time would the loading zone need to be in effect and the Board was informed Monday thru Friday from 7 AM to 3 PM. Jim Nichols made a motion to table until the next Board of Public Works and Safety meeting so the Board could do a little research; this was seconded by Mary Howard-Hamilton and tabled by the Board.*

***3. Suit Authorization***

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

***4. Request to Declare Equipment as Surplus – Terre Haute Fire Department***

*The Terre Haute Fire Department asked to declare a 2004 WMD Enclosed Trailer, a 2006 KME Aerial and a 2005 Dodge Ram as surplus. These items will be auctioned off or sold as surplus and the funds used for maintenance on fire houses. Ron Hodge made a motion to approve, this was seconded by Jim Nichols and approved by the Board.*

***5. Amended Agreement for Towing of Motor Vehicles***

*City Legal asked the Board to approve the following changes:*

* *QTSB shall be permitted to charge additional fees if the vehicle or trailer’s gross vehicle weight 10,000 pounds or greater at a fair market rate. The QTSB will need to justify said fee if requested by THPD.*
* *QTSB shall be permitted to charge additional fees if the response requires the use of specialized equipment, i.e. heavy lift tow trucks, cranes, forklifts, etc., said fee will be at a FMR. The QTSB will need to justify said fee if requested by THPD.*
* *All vehicles must be towed immediately and directly to the storage lot designated by the THPD. The Storage lot (currently Wolfe’s Terre Haute Auto Auction, Inc.) will pay the QTSB towing fee within three (3) business days or unless agreed to otherwise between the Storage lot and the QTSB.*

*Mary Howard-Hamilton made a motion to approve; this was seconded by Terry Hogan and approved by the Board.*

***6. Payroll***

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

***7. Claims***

*Mary Howard-Hamilton 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 Ron Hodge and approve by the Board.*

***8. Request from Terre Haute Fire Department to Purchase Two (2) Vehicles***

*The Terre Haute Fire Department asked the Board to approve the purchase of a 2025 Chevrolet Blazer and a 2025 Chevrolet Silverado, funds are budgeted. Jim Nichols made a motion to approve; this was seconded by Ron Hodge and approved by the Board.*

***9. Contract for Services between Ivy Tech Community College and City of Terre Haute Transit Utility***

*The Board was informed this is the same contract as previous years with a 10% increase. Mary Howard-Hamilton made a motion to approve; this was seconded by Terre Hogan and approved by the Board.*

***10. Grievance – Terre Haute Fire Department***

*City Legal asked the Board to table until the next Board meeting. Jim Nichols made a motion to table; this was seconded by Ron Hodge and tabled by the Board.*

*Office Jesse Chambers attended the meeting and informed the Board he would like to see all street closings request before the Board approves.*

*There being no further business Mary Howard-Hamilton made a motion to approve; this was seconded by Ron Hodge 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 FEBRUARY 10TH AT 9 AM*