**BOARD OF PUBLIC WORKS AND SAFETY**

**MONDAY, OCTOBER 28, 2019**

**AT 9 AM**

Members present Jonathan Stinson, James Trimble, Cary Sparks, Roland Shelton and Bob All

**OLD BUSINESS**

**1.Approve Minutes from Special Call on Thursday October 17, 2019**

Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

**NEW BUSINESS**

**1.Grant of Easement to Duke Energy for the New Lift** **Station**

This easement is required to serve the New Main Lift Station with power from the lines that run along the access drive to the Main Life Station/HRC property. Based on positive recommendations from the Department of Engineering and City Legal James Trimble made a motion to approve; this was seconded by Bob All and approved by the Board.

2.**Change Order #14 for the Margaret Avenue 14th to 25th Street Project**

The purpose of this change order is to compensate the contractor for extra work required to remove temporary asphalt that was placed around manhole castings and at each end of the bridge approaches to lessen the bump until the surface lift of asphalt could be placed this past spring. This work was performed on a time and material basis and the total of the operation is $3,749.26. Based on a positive recommendation from the Department of Engineering Roland Shelton made a motion to approve; this was seconded by Cary Sparks and approved by the Board.

**3.Change Order #15 for the Margaret Avenue 14th to 25th Street Project**

The purpose of this change order is to compensate the contractor for extra expenses incurred by the contractor for concrete pouring operations that took place in the winter months after the original completion date. This was necessary due to the time extension that was granted as a result of delays caused by utility relocates and other various changes that added time to the contract. The total cost of this is $51,019.49. James Trimble asked why the utility company causing the delay was not paying the cost of the change order and the Board was informed there were a lot of different reasons for the delays. Cary Sparks asked if this would be the final change order and the Board was informed it should be this has already been through the INDOT review process and the punch list is complete. Jonathan Stinson asked if the funds were available and the Board was informed yes. Based on the recommendation from the Department of Engineering Cary Sparks made a motion to approve; this was seconded by Bob All and approved by the Board.

**4.Grass Mowing Lien Certifications**

Roland Shelton made a motion to approve; this was seconded by Cary Sparks and approved by the Board.

**5.Request from the Terre Haute Police Department to purchase three (3) new vehicles for the Investigations Division**

The Terre Haute Police Department requested Board approval for the purchase of three (3) new vehicles for use in their Investigations Division. These vehicles will be two (2) Chevrolet Traverse AWD SUV’s, and one (1) 2020 Ran 1500. The Chevrolet Traverse SUV’s will be purchased from Kelley Chevrolet in Fort Wayne, IN in conjunction with Fort Wayne municipality pricing agreement, and the Ram 1500 purchased from Fletcher Chrysler in Franklin, IN on the Indiana State QPA Bid Pricing. Three vehicles will also be traded in in conjunction with these purchases, with the remaining cost of $39,907 expended from available funds with the Terre Haute Police Department’s Equitable Sharing Fund. Bob All made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

**6.Wabash Avenue Encroachment – Vigo County Capital Improvement Board**

A request has been made by the Vigo County Capital Improvement Board to construct an enclosed walkway within the right-of-way connecting the Hilton Garden Inn to the proposed Terre Haute Convention Center. The Terre Haute Department of Engineering recommends approval of this pending final approval of the plans for permitting. James Trimble made a motion to approve; this was seconded by Cary Sparks and approved by the Board.

**7.Request from Garmong Construction to close the sidewalks around the perimeter of the Proposed Terre Haute Convention Center**

Garmong Construction Services has requested to close the sidewalks around the perimeter of the proposed Terre Haute Convention Center. The Terre Haute Department of Engineering has reviewed this request and recommends approval as the construction fencing will be a means to keep pedestrians in the area from wondering into the jobsite and causing damage or being injured. Additionally, 8th Street between Wabash and Cherry Street will be closed, but this section of the street has already been vacated by City Council and belongs to the Convention Center. Based on this recommendation Bob All made a motion to approve; this was seconded by James Trimble and approved by the Board.

**8.Request from Mental Health of America to close 15th Street from Spruce to Chase during TRUNK AND TREAT ON OCTOBER 31ST FROM 3 PM TO 10 PM**

Based on positive recommendations from the Department of Engineering and the Street Department Cary Sparks made a motion to approve; this was seconded by James Trimble and approved by the Board.

**9.Request from Vigo County CASA to close 1st Street between Oak and Crawford during TRUNK AND TREAT on Monday, October 28th from 5 PM to 8 PM**

Based on positive recommendations from the Street Department and Department of Engineering James Trimble made a motion to approve; this was seconded Roland Shelton and approved by the Board.

**10.Ricoh Order Agreement – IT Department**

City Legal informed the Board they had already approved the Scope of Work in August of this year. Jonathan Stinson asked if the funds were available and the Board was informed yes. Based on recommendations from IT and City Legal Roland Shelton made a motion to approve; this was seconded by Cary Sparks and approved by the Board.

**11.Payroll**

Cary Sparks 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 Bob All and approved by the Board.

**12.PO Registers**

Roland Shelton made a motion to certify the purchase order registers based on the recommendation of the Department Heads and the City Controller subject to the appropriation of funds; this was seconded by James Trimble and approved by the Board.

There being no further business Cary Sparks made a motion to adjourn; this was seconded by Bob All and approved by the Board.

Robin A. Drummy, Administrator

BOARD OF PUBLIC WORKS AND SAFETY

TERRE HAUTE INDIANA

***NEXT MEETING OF THE BOARD OF PUBLIC WORKS AND SAFETY IS TUESDAY NOVEMBER 12TH AT 9 AM***

Any individual who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a public meeting, program, service, or activity of the City of Terre Haute, IN contact City of Terre Haute Human Relations office at 812-244-5611, as soon as possible, but no later than 48 hours before the scheduled event.