**BOARD OF PUBLIC WORKS AND SAFETY**

**MONDAY, JANUARY 22, 2024**

**AT 9 AM**

Members present Marla Flowers, Mary Howard-Hamilton, Jim Nichols, Terry Hogan and Ronald Hodge

**OLD BUSINESS**

**1. Approve Minutes from Board of Public Works and Safety Meeting January 8, 2024**

Mary Howard-Hamilton made a motion to approve; this was seconded by Ron Hodge and approved by the Board

**NEW BUSINESS**

**1. Credit Card Request – Mayor**

City Controller Jessica Thome informed the Board this is a credit card for Mayor Sakbun replacing the previous Mayors card to be used for travel etc. Ron Hodge made a motion to approve; this was seconded by Mary Howard-Hamilton and approved by the Board.

**2. Request to Purchase New Vehicle – Terre Haute Police Department**

Lt. Steve Lockard informed the Board the Police Department is requesting authorization to purchase one (1) 2024 Ram 1500 Crew Cab Truck quoted at $49,768.76; below the threshold requiring request for proposals. This vehicle would be purchased using a combination of funds, partially funded by revenue received from the most recent sale of decommissioned police vehicles, and partially funded with funds remaining in the Abandoned Vehicle N/R fund, if appropriation of those funds is approved by the Terre Haute City Council. Mary Hamilton-Howard asked where the funds come from in the Abandoned Vehicle N/R Fund, the Board was informed money comes from Tow Companies towing abandoned vehicles that are not claimed. Marla Flowers asked Lt. Lockard to explain how vehicles are sold after being surplussed by the Board. The Board was informed they go to Wolfe’s Auto Auction and for a small fee they are auctioned off and the funds are placed in the line item for decommissioned police vehicles. Jim Nichols made a motion to approve; this was seconded by Terry Hogan and approved by the Board.

**3. Approve Plans and Specifications for 2024 Terre Haute CCMG Project**

Josey Daugherty, Assistant City Engineer informed the Board since 2016 the City has applied to INDOT for Matching Grant for paving and has been awarded one million dollars. This year the following work will be completed;

* Beech Street, North to Fruitridge Avenue to Schulte Street, Schulte Street, Beech Street to East Old Maple Avenue
* 7th Street, East Beech Street to Maple Avenue
* Center Street, College Avenue to Deming Street
* Oak Street, South 3rd Street to 9th Street Oak Street, South 12th Street to 25th Street
* Park Street, South 14th Street to South 22nd Street
* Maple Avenue, North 3rd Street to North 7th Street Maple Avenue, North 25th Street to Fruitridge Avenue
* 17 Street, Crawford Street to Franklin Street 17th Street, Crawford Street to Wabash Avenue

Mary Howard-Hamilton asked if sidewalks would be addressed and the Board was informed all ADA Ramps included in this work order would be made compliant. The Board was informed there will be a work order coming to the Board soon for sidewalk repair. Terry Hogan made a motion to approve; this was seconded by Rod Hodge and approved by the Board.

**4. Settlement Request**

The Terre Haute Fire Department is asking the Board to approve any reasonable requests from attorney settlement requests regarding ambulance transports to the hospital. This will ensure that their department is guaranteed some compensation for the patient encounter. The City Attorney informed the Board reasonable would be 25% to 50%, he will review each request individually for the Board. The first settlement request is for a 25% reduction from The AccuMed Group amount due is $510.00. Ron Howard made a motion to accept $382.50; this was seconded by Mary Howard-Hamilton and approved by the Board.

**5. Settlement Request**

The AccuMed Group requested a 50% reduction of $610.00. Terry Hogan made a motion to accept $300.00; this was seconded by Mary Howard-Hamilton and approved by the Board.

**6. Settlement Request**

Request from Team Green Law to accept a 25% reduction of $610.00. Mary Howard-Hamilton made a motion to accept $457.50; this was seconded by Jim Nichols and approved by the Board.

**7. Settlement Request**

Request from Team Green Law to accept a 50% reduction of $562.00. Mary Howard-Hamilton made a motion to accept $281.00; this was seconded by Ron Howard and approved by the Board.

**8. Settlement Request**

Request from Mitchell Negotiation Services to accept a 25% reduction of $985.00. Ron Hodge made a motion to accept $750.87; this was seconded by Mary Howard-Hamilton and approved by the Board.

**9. Settlement Request**

Request from Mitchell Negotiation Services to accept a 25% reduction of $986.00. Mary Howard-Hamilton made a motion to accept $737.91; this was seconded by Ron Hodge and approved by the Board.

**10. Request to Place Structure in the Right-0f Way – Frederick Douglas Monument**

Justin Wittmer of Indiana State University’s Theta Omicron Chapter requested the City install of Frederick Douglass monument in the right-of-way at the northeast corner of Wabash Avenue and 7th Street. Based on a positive recommendation from the Department of Engineering Mary Howard-Hamilton made a motion to approve; this was seconded by Terry Hogan and approved by the Board.

**11. Request for Handicap Parking**

The Department of Engineering reviewed the request for handicap parking at 2249 1st Avenue, recommendation was to deny because there is a detached garage which provides off street parking. “No applicant shall be granted a permit (for handicap parking) who has access to off-street parking at his place of residence and place of employment; with the exception that the Board may, in its discretion, grant a permit to an applicant who is able to demonstrate that the location of such off-street parking renders it unduly burdensome for him to utilize same” Mary Howard-Hamilton informed the Board she drove by the address and informed the Board there is a handicap ramp in the front of the house, nothing in the rear to assist with getting out of the house making it impossible to exit the house to the garage. She informed the Board when doing so she noticed all street parking was utilized. Mary Howard-Hamilton made a motion to approve handicap parking; this was seconded by Ron Hodge and approved by the Board.

**12. Request to Extend Trash Agreement with Republic**

City Legal informed the Board the contract with Republic Services for trash removal expires December 31, 2027. The new administration and Republic have met and would like to extend the agreement until December 31, 2043. Based on a positive recommendation from City Legal Jim Nichols made a motion to approve; this was seconded by Mary Howard-Hamilton and approved by the Board.

**13. Suit Authorization**

The Board was informed these are ambulance billings that have not been paid and will be sent to a local attorney for legal action. Based on a positive recommendation from City Legal Ron Hodge made a motion to approve; this was seconded by Mary Howard-Hamilton and approved by the Board.

**14. Request to Purchase Vehicle – Terre Haute Police Department**

Lt. Lockard Terre Haute Police Department informed the Board he would like to purchase one (1) 2024 Ford Exployer XLT, quoted at $46,701; below the threshold requiring request for proposals. This vehicle would be purchased locally, using a combination of funds, partially funded by funds remaining in the Abandoned Vehicles N/R Fund, Terre Haute Police N/R Fund and THPD Continuing Education. Terry Hogan made a motion to approve; this was seconded by Ron Hodge and approved by the Board.

**15. Request to Purchase Three (3) Vehicles – Department of Engineering**

Brad Utz Director of Construction & Asset Management informed the Board he would like to purchase Three (3) Chevy Equinox from Kelly Chevrolet total price $77,310. He was asked if the funds were available and the Board was informed yes $80,000 in Engineering Non-Reverting. Mary Howard-

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

**16. Payroll**

Jim Nichols 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 Ron Hodge and approved by the Board.

**17. Claims**

Jim Nichols 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 Mary Howard-Hamilton and approved by the Board.

There being no further business Mary Howard-Hamilton made a motion to adjourn; this was seconded by Jim Nichols 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 12TH AT 9 AM