**BOARD OF PUBLIC WORKS AND SAFETY**

**MONDAY FEBRUARY 26, 2024**

**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 2-12-24**

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

**2. Bid Opening – Work Order #1**

The Board received the following bids:

* Terre Haute Concrete Co. located in Terre Haute, Indiana submitted a bid for $618,750.00
* DC Construction Services Inc. located in Pendleton Indiana submitted a bid for $679,232.11
* Dennis Trucking Co, Inc. located in Terre Haute Indiana submitted a bid for $467,835.13
* S T Construction located in Terre Haute Indiana submitted a bid for $445,304.85

Ron Hodge made a motion to take these bids under advisement; this was seconded by Terry Hogan and approved by the Board.

**3. Bid Opening – Aggregate**

The Board received the following bid:

* Blann and Son LLC located in Sullivan Indiana submitted a bid for $481,950.00.

Terry Hogan made a motion to take this bid under advisement; this was seconded by Jim Nichols and approved by the Board.

**4. Bid Opening – Ready Mix**

The Board received the following bid:

* Jones and Sons Inc. submitted a bid for $47,400.00

Mary Howard-Hamilton made a motion to take this bid under advisement; this was seconded by Jim Nichols and approved by the Board.

**5. Bid Award – CCMG Project**

The Department of Engineering received two (2) bids for the 2024 Community Crossing Matching Grant Project. The two (2) bids were from DC Construction Services ($2,384,138.10) and Milestone Contractors South LLC ($2,141,483.05). It was determined that Milestone Contractors South, LLC was the lowest, responsive, responsible bidder. Based on this recommendation from the Department of Engineering Terry Hogan made a motion to award to Milestone Contractors South, LLC; this was seconded by Ron Hodge and approved by the Board.

**NEW BUSINESS**

**1. Request from St Patrick’s to paint SHAMROCK on the Street at the intersection of South 19th and Poplar on March 14th**

Based on positive recommendations from the Department of Engineering and the Street Department Terry Hogan made a motion to award; this was seconded by Jim Nichols and approved by the Board.

**2. Request from St Patrick’s to host the IRISH DASH and PARADE closing several City of Terre Haute Streets on March 16, 2024**

Based on positive recommendations from the Department of Engineering, the Street Department and the Terre Haute Police Department Traffic Division Mary Howard-Hamilton made a motion to approve; this was seconded by Ron Hodge and approved by the Board.

**3. Parade Permit – FRONTIER DAY PARADE, Thursday July 4, 2024**

Based on positive recommendations from the Department of Engineering, the Street Department and the Terre Haute Police Department Traffic Division Mary Howard-Hamilton made a motion to approve; this was seconded by Ron Hodge and approved by the Board.

**4. Request from Wabash Valley Road Runners Club to close Brown Avenue from Schaal Avenue to Maple Avenue including all side streets and Locust from 25th to 34th during the ANNUAL ONE MILE FOOT RACE July 4, 2024**

Based on positive recommendations from the Department of Engineering, the Street Department and the Terre Haute Police Department Traffic Division Ron Hodge made a motion to approve; this was seconded by Mary Howard-Hamilton and approved by the Board.

**5. Request from Wabash Valley Road Runners Club to close 1st Street from Farrington to Poplar on July 26th from 8 PM to 11:30 PM during ANNUAL TWILIGHT RIVER RUN**

Based on positive recommendations from the Department of Engineering, the Street Department and the Terre Haute Police Department Traffic Division Terry Hogan made a motion to approve; this was seconded by Ron Hodge and approved by the Board.

**6. Radio Communications Proposals**

Commercial Radio Service, Inc. submitted a proposal to the Board to replace the aging communication system that the city’s service departments currently use for two-way radio communications. The proposal is 100% compliant with the P25 mandates and incorporates the most up to date P25 Phase 2 digital protocol. The current subscriber count is 152 units (Cemetery, City Administration, Transit utility, Park Department and Street Department) also included in this proposal are Home Avenue Site Preparation and System Infrastructure Preparation and Installation. The Board was informed funding for this is with ARPA Funds, total cost of the project is $747,866.00. Ron Hodge made a motion to approve; this was seconded by Terry Hogan and approved by the Board.

**7. 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 Jim Nichols and approved by the Board.

**8. 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 Ron Hodge and approved by the Board.

**9. New Proposed Fee Schedule for Grass Liens for the City of Terre Haute**

City legal submitted the following:

“Indiana Code € 36-7-10.1-3 and Terre Haute City Code Article 11, Sec 6-168 known as the Terre Haute Weed, Grass and Rank Vegetation Control Ordinance (“Grass Ordinance”), authorizes the City of Terre Haute to charge a fee, which after notice attaches to the property as a lien, against land owners who violate the provisions of the Grass Ordinance. This fee should be set to grow with each continued violation as additional City resources are utilized to maintain compliance with the ordinance and to deter land owners from becoming complacent with the City of Terre Haute continuously providing this service. This service takes valuable resources from several City Departments and prevents employees from performing their primary job functions. Therefore, the Administration is requesting adoption of the following schedule for violations of the Grass Ordinance:

 1st Violation – Notice of lien will be $60.00 with notification of increased cost if another violation happens during the grass cutting season.

 2nd Violation – Notice of lien will be $120.00 with notification of increased cost if another violation happens during the grass cutting season.

 3rd Violation – Notice of lien will be $240.00 with notification of increased cost if another violation happens during the grass cutting season.

 4th Violation – Notice of lien will be $480.00 with notification of increased cost if another violation happens during the grass cutting season.

Ron Hodge made a motion to approve the New Proposed Fee Schedule; this was seconded by Jim Nichols and approved by the Board.”

**10. Request to Purchase Vehicle – Terre Haute Fire Department**

The Terre Haute Fire Department submitted the following proposals:

* Terre Haute Chevrolet submitted a proposal for a 2024 Chevrolet Silverado 2500HD Work Truck for $49,976.25
* Terre Haute Ford submitted a proposal for a 2024 Ford 250 4x4 Crew Cab for $51,738.98
* Dorsett Dodge submitted a proposal for a 2024 Dodge 2500 for $58,385.00

Mary Howard-Hamilton made a motion to award to Terre Haute Chevrolet; this was seconded by Ron Hodge and approved by the Board.

**11. Grievance**

The Board heard both sides and Ron Hodge made a motion to meet in Executive Session on Monday March 4th at 8:30; this was seconded by Mary Howard-Hamilton. The Legal Department will prepare Findings of Fact that will be attached to these minutes.

There being no further business Mary Howard-Hamilton made a motion to adjourn; 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 IS MONDAY MARCH 11TH AT 9 AM