Board of Works and Safety

November 18, 2025
6:00 P.M.

Minutes

Call to Order: Mayor Sam Craig

The Board of Public Works and Safety met on November 18, 2025, at StoneGate Arts & Education Center, 931 15th Street for Regular Meeting. Mayor Craig presided and called the meeting to order at 6:00 P.M.

Live Streaming VIA Facebook:www.facebook.com/Bedford.in.gov

VIA YOUTUBE: https://www.youtube.com/@City of Bedford-812/streams

Members Present:

- Mayor Samuel Craig
- Judy Carlisle
- Charlene Hall

Reading of Minutes

October 21, 2025-Regular Meeting

- ❖ Charlene Hall made the motion to approve the minutes,
- ❖ Judy Carlisle seconded the motion.

  All votes were in favor, No one opposed, Approved.

New Business:

1. **Request Approval And Acceptance Of HFI Mechanical & Building Solutions Inspection And Maintenance Service Agreement For Department -Chief Luke Pinnick**

   - Chief Pinnick stated that currently his department does not have a service agreement with any company for our HVAC systems at the three fire stations. HFI has created a commercial inspection and maintenance agreement to service all three fire stations twice per year.

- The annual cost will be $4,250, to be invoiced semi-annually at $2,125.00
- Chief Pinnick requested the board approve the agreement with HFI.

- ❖ Judy Carlisle made the motion to approve the agreement with HFI as presented.
- ❖ Charlene Hall seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

2. **Resolution 3-2025-Authorizing The Disposal Of Surplus Property-Chief Terry Moore**

- 2012 Ford E-450 Bus-VIN 1FDXE45S16DB00512
- 2006 Kawasaki KS4 4-Wheeler- VINJSLAK47B062100112
- Denise Henderson represented Chief Moore and stated that the police department has two items that need to be disposed of. The evidence bus is not sound; the fire department will use it for training and then can be scrapped.
- A 4-Wheeler was stolen in 2007 and recovered in 2010. The insurance company had paid the claim to the victim and the victim moved to California. The property was turned over to the police department.to be disposed of.

- ❖ Charlene Hall made the motion to approve Resolution 3-2025.
- ❖ Judy Carlisle seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

3. **Request Approval And Acceptance Of Agreement With Boyce for Boyce Cloud-Software All Services for Cloud-Billie Tumey**

- Billie Tumey presented the board with a proposal for Boyce Cloud Software. The city currently uses Boyce Keystone Financial System. The software is currently installed on computers of the city departments that use it. Boyce merged with BS& A Software and have developed an upgraded product for our financial system to a cloud-based system.
- The new software can be accessed anytime and anywhere, have automatic updates, a advanced security using Microsoft Azure Data Center, have data backup and recovery, provides financial management and have a HR modular with self-service option for employee that we can tailor to our needs.
- The cost per year is $40,140. The city can eliminate 2 servers and backups at a cost of $4,800 a year and print our own checks without having to purchase check stock. The set up fee for the new HR and timesheet modules is $6,170. And if approved in 2025, the conversion fee of $43,320 is waived. There are training fees

of up to $42,750. We will only pay for what training we receive; the estimate is based on 31 days of training.

- Charlene Hall asked if Denise Henderson had saw a demonstration of the HR functions. Ms. Henderson has been involved in the review of the software.

- ❖ Judy Carlisle made the motion to approve software agreement with Boyce Cloud , .
- ❖ Charlene Hall seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

4. **Request Acceptance Of Officer Bryce Bower's Letter Of Resignation-Chief Terry Moore**

- Denise Henderson represented Chief Moore and stated that on October 16, 2025, Chief Moore received Officer Bryce Bower's letter of resignation. Officer Bower has chosen to pursue a new career opportunity. Ms. Henderson requested the board accept Officers Bower's resignation effective Thursday, October 16, 2025.

- ❖ Charlene Hall made the motion to approve the resignation of Officer Bryce Bower.
- ❖ Judy Carlisle seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

5. **Request Approval and Acceptance Of T&G Construction Contract Agreement-Renovations For New Council Chambers-$227,797-Brandon Woodward**

- Brandon Woodward stated that the RDC Board awarded T&G Construction to do the renovations for the new council chambers. If the board approves the contract this evening, the contractor can begin the renovations tomorrow..

- ❖ Judy Carlisle made the motion to approve the contract with T& G Construction.
- ❖ Charlene Hall seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

6. **Request Acceptance Of Updated Drug And Alcohol Testing Policy-Dennis Parsley**

- Dennis Parsley stated that when the Federal Transport updates it's policy's , the City is required to update their policy to match.
- There are just minor updates. One is we are required to have two substance abuse providers on call.

- ❖ Charlene Hall made the motion to approve the updated policy as presented .
- ❖ Judy Carlisle seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

7. Request Approval And Acceptance Of James Wisley Contracting, LLC Change Order #1 For Fire Department Kitchen Renovation-$1,472.53 Brandon Woodward

- Change Cabinets To Maple From Specified Oak Material-$672.53.
- Remove Vinyl Tile In Work Area Prior To Installing Vinyl Plank -$800.00.
- Brandon Woodward requested the board approve change order for the kitchen renovation at the fire department.
- The cabinets were changed on the spec sheet from oak to maple. Mr. Wisley was not present when the change was made for the bidding process. The change is an additional $672.23. The flooring change was due to removing the flooring, the vinyl came up with ease, but it was decided to extend the flooring through the entire room at an increase of $800.
- Wisley Contracting would have still been the low bidder for the renovation with the cost increases.

- ❖ Judy Carlisle made the motion to approve change order #1. .
- ❖ Charlene Hall seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

8. Request Approval And Acceptance Of Flynn & Sons, Excavating & Paving Inc. Change Order, And Payment Of Invoice No 18901 For Additional Dig Out And Patch Work At Whites Pointe-$4,500-David Flinn

- David Flinn stated that when Flynn and Sons were repairing the road in Whites Pointe, one section needed to be dug out and repaved farther than anticipated. The contractor stopped at the point marked but the damage to the road was 100 feet longer. David Flinn was contacted and approved the repairs.

- ❖ Charlene Hall made the motion to approve the change order as requested .
- ❖ Judy Carlisle seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

9. Request Approval And Acceptance Of Water Bore Quotes-Misty Adams

- Misty Adams stated that she requested quotes for a main water repair at 28th Street and Washington Ave
- Lineal Contracting-40 feet of 2-inch pipe $10 a foot and 440 feet of 4-inch pipe at $18 a foot. A rock clause-$75 a foot
- Infrastructure Systems, Inc. (ISI) -40 feet of 2-inch pipe $45 a foot and 440 feet of 4-inch pipe at $45 a foot. A rock clause-$65.
- Ms. Adams requested the board approve the lowest quote from Lineal Contracting.

❖ Judy Carlisle made the motion to approve the quote from Lineal Contracting .
❖ Charlene Hall seconded the motion.
❖ ***All votes were in favor, No one opposed, Approved.***

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10. Request Approval And Acceptance Of BuyBoard Municipal Purchase Cooperative For Mower-Street Department- David Flinn

- David Flinn requested the board approve his department using BuyBoard a purchasing cooperative for municipalities when purchasing equipment.

❖ Charlene Hall made the motion to approve the request .
❖ Judy Carlilse seconded the motion.
❖ ***All votes were in favor, No one opposed, Approved.***

11. Request Approval Of Road Closures And Reserving Parallel Parking Spaces For The December 6th Christmas Parade-Nathan Watson

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- Closing J Street Between 16th Street and 15th Street From 7:00A.M. to 8:00 P.M.
- Closing M Street Between 12th Street and 15th Street From 3:00 P.M. to 7:30 P.M.
- Closing 15th Street Between M Street and O Street From 3:00 P.M. to 7:30 P.M.
- Closing 16th Street and 15th Street Between M Street and I Street From 5:15 P.M. to 7:30 P.M
- Closing I Street Between 17th And 15th Street From 5:15 P.M. to 7:30 P.M.
- Reserving Three (3) Temporary Parallel Parking Spaces- 16th Street East of I Street Intersection (Late Friday, December 5th or Early Saturday, December 6th)

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❖ Judy Carlilse made the motion to approve the request .
❖ Charlene Hall seconded the motion.
❖ ***All votes were in favor, No one opposed, Approved.***

12. Approval to Sign Claims

- ❖ Charlene Hall made the motion to approve the claims.
- ❖ Judy Carlisle seconded the motion.
- ❖ ***All votes were in favor, No one opposed, Approved.***

13. Discussion- None

14. Adjourn

- ❖ Judy Carlisle made the motion to adjourn,
- ❖ Charlene Hall seconded the motion,
- ❖ ***All votes were in favor, No one Opposed, Passed, Meeting Adjourned***

Board of Works & Safety 2025

- *Samuel J. Craig, Mayor* ________________
- *Judy Carlisle* Judy Carlisle
- *Charlene Hall* Charlene Hall

Attest: Billie Tumey Billie Tumey