

Board of Works and Safety

March 17, 2026

6:00 P.M.

Minutes

Call to Order: Mayor Sam Craig

The Board of Public Works and Safety met on March 17, 2026, 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
- Charlene Hall

Members Absent:

- Judy Carlisle

Reading of Minutes

February 17, 2026-Regular Meeting

- ❖ Charlene Hall made the motion to approve the minutes,
- ❖ Mayor Craig seconded the motion.

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

New Business:

1. Receiving And Opening Of Bids For 14 Inch Water Main Location And Fire Hydrant Relocation On Southside Of SR 58-10 Feet Off Payment 0.1 Miles West Of Fellowship Drive SR 58-Misty Adams -Utilities Director

- Misty Adams addressed the board and stated that INDOT is changing out a culvert on State Road 58. There is a 12-inch water main that needs to be moved at our expense.
- The project was advertised for bid on February 27 and March 6th.
- City Attorney Greg Pittman opened the six bids that were received.

- Mitchell & Stark Inc. \$275,000.
- Lineal Contracting Inc. \$334,662.
- Flynn & Sons Excavating and Paving \$227,221.50
- SLB Pipe Solutions \$390,000.
- Infrastructure Systems Inc \$227,700.
- Crider & Crider Inc. \$233,750.
- Ms. Adams reviewed the bids and then requested the board table the bids until a special meeting is held to award.

- ❖ Charlene Hall made the motion to table the bids,
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

2. Request Acceptance And Awarding Of Bids For Community Crossing Matching Grants-Milling And Resurfacing -David Flinn-Street Commissioner

- E & B Paving LLC-\$1,011,123.92.
- Flynn & Sons Excavating & Paving, Inc-\$996,401.40.
- David Flinn requested the board approve the lowest bid for the Community Crossings Grant from Flynn & Sons.
- The bids were opened at a bid opening meeting by City Attorney Greg Pittman.
- Mayor Craig advised that the state has informed us that we have been awarded the grant.

- ❖ Charlene Hall made the motion to approve the bid from Flynn & Sons Excavating & Paving Inc., in the amount of \$996,401.40.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

3. Request Acceptance Of Duke Energy Outdoor Lighting Service Agreement-\$22.74 Estimated Monthly Charge-David Flinn-Street Commissioner

- David Flinn requested the board approve a streetlight on Limestone Run Road with Duke Energy.
- The street department and police chief have looked at the area, and it is in need of light in the area. The project to get the streetlight started last summer.

- ❖ Mayor Craig made the motion to approve the agreement with Duke Energy.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

4. Request Approval And Acceptance Of New Hire-Trace Jovanovich-Third Class Firefighter-Chief Luke Pinnick

- Chief Pinnick stated that Trace Jovanovich has successfully passed all necessary medical parameters mandated by the State of Indiana, local authorities, and as required by INPRS 1977 Fund. His application to become a 1977 Fund Member was submitted on February 24th. Final approval by INPRS 1977 Fund Member was received on April 12th.
- Chief Pinnick requested the board approval to employ Trace Jovanovich on, or after March 19th as a Bedford Fire Fighter Third Class, Probationary status.

- ❖ Charlene Hall made the motion to approve the hiring of Trace Jovanovich.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

5. Request Approval And Acceptance Of Crowe Engagement Letter For Continuing Disclosure Services-2018 Waterworks Revenue Bonds-Misty Adams-Utilities Director

- Misty Adams requested the board approve the yearly engagement letter with Crowe for completing the disclosure reporting on the 2018 Waterworks bond.

- ❖ Charlene Hall made the motion to approve the engagement letter with Crowe,
- ❖ Mayor Criag seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

6. Request Approval Of Promotion For Captain Jeremy Holsapple To Battalion Chief-Chief Luke Pinnick

- Chief Pinnick requested the board consider the promotion of Jeremy Holsapple to the position of Battalion Chief, effective April 25th with a one-year probationary period.
- Captain Holsapple has demonstrated consistent leadership, professionalism, and dedication in his most recent role as Captain. Throughout his tenure, he has exhibited strong operational command skills, sound judgement, and commitment to both department standards and community service. His experience and performance have prepared him well to assume the responsibilities associated with Battalion Chief..

- ❖ Mayor Craig made the motion to approve the promotion of Captain Jeremy Holsapple to Battalion Chief effective April 25th.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

7. Request Approval Of Lateral Move For Class 1 Fire Inspector Shane Nolan To Captain-Chief Luke Pinnick

- Chief Pinnick requested the board approve Shane Nolan from the Fire Inspector, Class 1 position to the open Captain position, effective April 25th, that was created by the recent retirement of Jim Elkins and subsequent rank changes the followed.
- Fire Inspector Nolan has demonstrated strong leadership, dedication, and professionalism during his time serving the department and the community. This change will allow the department to best utilize his skills and continued proving effective leadership within our operations.
- ❖ Charlene Hall made the motion to approve the move of Shane Nolan from Fire Inspector Class 1 to Captain effective April 25.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

8. Request Approval Of Promotion For Senior Firefighter David Kirts To Lieutenant-Chief Luke Pinnick

- Chief Pinnick requested the board approve the promotion of David Kirts to the rank of Lieutenant, effective April 25th, with a one-year probationary period.
- David Kirts has consistently demonstrated strong leadership ability, sound decision-making skills, and a commitment to the mission and values of the department. Though his dedication, professionalism, and performance in his current role, he has proven himself ready to take on the additional responsibilities that accompany the position of Lieutenant.
- ❖ Mayor Craig made the motion to approve the promotion of David Kirts to Lieutenant effective April 25th.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

9. Request Approval Of Promotion For Firefighter Levi Clark To Senoir Firefighter-Chief Luke Pinnick

- Chief Pinnick requested the board approve the promotion of Levi Clark to the rank of Senior Firefighter, effective April 25th, with a one-year probationary period.
- Levi Clark has demonstrated consistent dedication, reliability , and professionalism in the performance of his duties. Through his experience, work ethic, and commitment to the department and community, he has earned the opportunity to advance to the position of Senior Firefighter.
- ❖ Charlene Hall made the motion to approve the promotion of Levi Clark to Senior Firefighter effective April 25th..
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

10. Request Approval Of Promotion Lieutenant Bryan Osborne To Fire Inspector, Class 3-Chief Luke Pinnick

- Chief Pinnick requested the approval to transfer Lieutenant Osborne into the role of Fire Inspector, Class 3, effective April 25th, with a one-year probationary period.
- Lieutenant Osborne has demonstrated professionalism, attention to detail, and a strong understanding of fire operations and safety standards throughout his service. His knowledge, experience and commitment to public safety make him well qualified to assume the responsibilities associated with the position of Fire Inspector, Class 3.
- ❖ Mayor Craig made the motion to approve the promotion of Bryan Osborne to Fire Inspector, Class 3 effective April 25th.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

11. Request Approval Of Permanent Status For Firefighter Third Class Isaac Long-Chief Luke Pinnick

- Chief Pinnick reported to the board that Firefighter Third Class Isaac Long has completed his probationary year and he recommends the board move his position to permanent status with the City of Bedford Fire Department.
- ❖ Charlene Hall made the motion to approve the permanent status for Isaac Long.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

12. Request Approval And Acceptance Of Request For Handicap Sign Received From Rebecca Wilson-1214 12th Street, Apartment 1W-Chief Terry Moore

- Chief Moore stated that he received information from Rebecca Wilson, who resides at 1214 12th Street, Apartment 1W, requesting the installation of a handicapped parking space in front of her apartment. He spoke directly with Ms. Wilson, and she explained that due to her disability she has difficulty accessing the rear parking lot entrance. She indicated that the front entrance to the building would be more accessible option; however, there is currently no parking available in that area. Ms. Wilson stated that she has lived at this residence since August 2023. He also confirmed that she possesses a valid handicap placard. Additionally, I advised her that if the board approves the installation of the sign, she will be required to submit a letter each year requesting that the designated parking space remain in place.
- ❖ Charlene made the motion to approve the request for the handicap parking.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

**13. Receiving And Opening Of Sealed Quotes For Grass Mowing Of City Properties-
Misty Adams**

- Misty Adams stated that she requested sealed quotes for mowing and weed eat weekly. There are fifteen locations and moving and weed eat three times a year in thirteen locations. These are all city utility properties. Also included is an hourly quote for weed control and spraying. Six contractors attended the mandatory meeting on March 12th.
- Fleetwood & Sons Lawn Care-First 15 properties \$715 per week, thirteen properties \$280 three times a year for a total of \$20,020 a year. No hourly rate listed.
- Phillips Lawn Care-First 15 properties \$17,685 a year, thirteen properties \$645 a year for a total of \$18,405. a year and a rate of \$75.00 per hour.
- Adams General Services LLC-Lump sum all properties \$20,605 yearly, and a rate of \$100.00 an hour.
- Pro Lawn Deck & Tree Care-total for the year \$14,670 with now breakdown and no hourly rate listed.
- Ms. Adams requested the board take the bids under advisement.
- ❖ Mayor Craig made the motion to take the quotes under advisement and have a special meeting to award the mowing contract.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

14. Request Approval For Reserving Four (4) Temporary Parking Spaces For Early Voting From April 7th To May 4th Along 16th Street From J Street Going East To I Street In Front Of Courthouse Plaza-

- Mayor Craig stated that each election year the county requests temporary handicap spaces along 16th Street from J Street going east. There have not been any issues in the past with the request.
- ❖ Mayor Craig made the motion to approve the request for temporary parking for early voting from April 7th to May 4th.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

**15. Request Approval And Acceptance Of Pretreatment Program Assistance Contract-
Misty Adams-Utilities Director**

- DROP Collaborative Work Order -Software Subscription And Consulting Services-\$2,500 per month.
- DROP Collaborative Consulting And Software Master Services Agreement.
- Misty Adams stated the work order and service agreement is for the pretreatment of overflow from GM into the city system. They will monitor when we accept the overflow from GM and sample the data. This will work with any other industries we may have.

- ❖ Charlene Hall made the motion to approve the request for the work order and service agreement with DROP Collaborative.
- ❖ Mayor Craig seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

16. Request Acceptance of Deed Of Dedication For Fellowship Drive-David Flinn

- David Flinn requested the board accept the deed for Fellowship Drive this was completed in 2016 and not dedicated at that time.
- ❖ Mayor Criag made the motion to approve the deed of dedication.
- ❖ Charlene Hall seconded the motion.
- ❖ *All votes were in favor, No one opposed, Approved.*

17. Approval to Sign Claims

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

18. Discussion- None

19. Adjourn

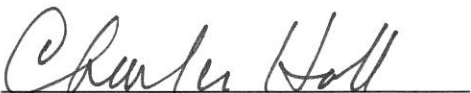
- ❖ Charlene Hall made the motion to adjourn,
- ❖ Mayor Craig seconded the motion,
- ❖ *All votes were in favor, No one Opposed, Passed, Meeting Adjourned*

Board of Works & Safety 2026

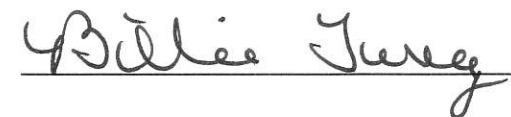
- Samuel J. Craig, Mayor
- Judy Carlisle
- Charlene Hall







Attest: Billie Turney



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