

BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Terry Whitt Bailey, Community Development Director presenting Contract CDBG Annual Action Plan Environmental Reviews
6. Arron Kidder, Mayor's Office presenting Agreement between the City of Muncie and Intersection for Design Services
7. Donnie Wright, Assistant Superintendent Department of Public Works request acceptance of Roofing Quotes for the Public Works Department
8. Street Closing Application from Christopher Harrison, Muncie Symphony League
9. Street Closing Application from Ken Fuller, Faith Builders
10. Procession Application from Kyle Holt, Glad Tidings Church
11. Terry Whit Bailey, Community Development Director presenting Agreement with Intersection for
12. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
APRIL 20, 2016 MINUTES

1. Board of Public Works and Safety, City of Muncie, State of Indiana, met in the City Hall Auditorium, at 9:01 A.M.
2. **Members Present:** John Quirk, Roger Overbey, Bobbie Clemens
3. **Approval of Minutes from the April 13, 2016 meeting:** Roger Overbey moved to approve minutes from the April 13, 2016 meeting as printed. John Quirk provided the second. Motion passed by voice vote.
4. **Register of Claims:**

Audrey Jones, City Controller presented the **BOW EFT Payment 4/12/16** First Merchants Trust Co. there is a total of **2 Records** for a total amount of **\$563.73** for Bank Charges. Roger Overbey moved to approve Board of Works EFT claims as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Board of Works (2) – Check date 4/15/16** there is **41 Records** for a total amount of **\$8,638.34** Utility Payments. Roger Overbey moved to approve Board of Works Check date 4/22/16 as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **BOW EFT Payments 4/18/16** Indiana Department of Revenue, IU Health Plans there is a total of **2 Records** for a total amount of **\$236,948.26** for Health Insurance. Roger Overbey moved to approve Board of Works EFT claims as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **BOW EFT Payment 4/18/16** First Merchants Trust Co. there is a total of **1 Record** for a total amount of **\$119.69** for Bank Charges. Roger Overbey moved to approve Board of Works EFT claims as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **BOW Special Run Check Date 4/21/16** Darren R. Miller there is a total of **1 Record** for a total amount of **\$1,600.00** for investigation. Roger Overbey moved to approve Board of Works EFT claims as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Board of Works – Check date 4/22/16** there is **203** records for a total amount of **\$1,064,745.35** nothing unusual within this set of claims. Roger Overbey moved to approve Board of Works Check date 4/22/16 as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Community Dev Check Date 4/15/16** there is **6 Records** for a total amount of **\$6,379.44** to nothing unusual within this set of claims. Roger Overbey moved to approve Community Development claims as presented. Bobbie Clemens provided the second. Motion passed by voice vote.
5. **Terry Whitt Bailey, Community Development Director presenting Contract CDBG Annual Action Plan Environmental Reviews:** Terry Bailey as a part of our Community Development block grant entitlement, we have to do environmental reviews of our projects. The CDBG HOME recommendations application was approved earlier this month by City Council and so how we are on our next step. And that is to provide environmental reviews for our projects this year, we have fourteen projects and as a part of this review we have to look at what projects might be exempt from environmental review, which projects are categorically excluded and not subject to additional activities, which projects are categorically excluded but are subject to additional environmental activities and then just basic environmental assessments. And so we would like to use our EDIT dollars through Community Development to provide this environmental assessment for the projects, we are actually required by HUD regulations to do that. Roger Overbey moved to approve contract CDBG Annual Action Plan Environmental Reviews as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

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6. Arron Kidder, Mayor's Office presenting Agreement between the City of Muncie and Intersection for Design Services: Arron Kidder commented that this Year the City of Muncie is revamping the State of the City presentation. Instead of briefly touching on all the great happenings in Muncie, the Mayor will highlight four to five main areas of improvement. He will showcase how the people of Muncie have been the driving forces in these impactful projects. In addition to the leave behind piece and website page, Intersection will create a PowerPoint template for the presentation to create cohesiveness across all event platforms. An event flyer will also be designed. The flyer will highlight to sponsors of the event contract amount \$1,150. Roger Overbey moved to enter into Agreement with Intersection for Design Services as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

7. Donnie Wright, Assistant Superintendent Department of Public Works request acceptance of Roofing Quotes for the Public Works Department: Donnie Wright, Street Department you have three quotes in front of you. We have had damage to the front part of the roof and we have leaks throughout the building, the building was built 1985 and it has the original roof. The roof has patch on patch, KP Enterprises is currently fixing the roof from the fire damage. They gave us a quote as well as two other companies to repair the roof on the front part of the building. That roof has been leaking around the edges of the building and we are concerned that we will start getting some mold in the walls, so we want to get this repaired at our expense from the Street Department. I am recommending the Board to accept quote from KP Enterprises for them to do every bit of roof that the other insurance is not doing. These areas they will be roofing consist of front offices and half of the back garage.

KP Enterprises PO Box 188 Camby, IN 46113	IRC Roofing 4050 N. Glen Arm Road Indianapolis, IN 46254	Superior Roofing Services Inc. PO Box 897 Plainfield, IN 46168
\$ 59,735.00	\$ 76,800.00	\$ 79,975.00

Roger Overbey moved to accept quote from KP Enterprises as recommended by Donnie Wright. Bobbie Clemens provided the second. Motion passed by voice vote.

8. Street Closing Application from Christopher Harrison, Muncie Symphony League: Christopher came forward to present their 5-K Run/Walk June 11, 2016 8:30 a.m. to 10:30 a.m. we will be closing McKinley Avenue between Bethel Avenue and Riverside Avenue and Neely Avenue from McKinley Avenue to New York Avenue. Application has been approved by Steve Stewart, Muncie Police Chief, Eddie Bell, Muncie Fire Chief, Rhonda Clark, BSU Campus Police. There will be an outdoor concert at 5:00 p.m. on the Quad. Roger Overbey moved to approve street closing for Muncie Symphony as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

9. Street Closing Application from Ken Fuller, Faith Builders: Ken Fuller, President and Founder of Faith Builders came forward to request approval to close Pershing Street between Main Street and Jackson Street on May 21st, 2016 from 9:00 a.m. to 6:00 p.m. Block Party/Addiction Recovery Event. Application approved by Steve Stewart, Muncie Police Chief and Eddie Bell, Muncie Fire Chief. We will have games, free food and free clothing to give away. Roger Overbey moved to approve street closing for Faith Builders as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

10. Procession Application from Kyle Holt, Glad Tidings Church: Kyle Holt came forward to present their procession application for a 5K Run/Walk on June 25, 2016 from 8:00 a.m. to 10:00 a.m. Runners and Walkers will go south on Eaton Avenue to the Cardinal Greenway Entrance at Fudd's Lake. North on Cardinal Greenway to E. 16th Street, turn right (east) onto E. 16th Street to Burlington Drive, turn right (south) onto Burlington Drive to Glad Tidings Church then turn right onto church parking lot for finish. Application approved by Steve Stewart, Muncie Police Chief, Eddie Bell, Muncie Fire Chief and Angie Pool, Cardinal Greenway Director. We will have a fund raiser for Sutton Elementary Back to School Event. Roger Overbey moved to approve procession application for Glad Tidings Church as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

11. Terry Whit Bailey, Community Development Director presenting Agreement with Intersection and I am here representing the Neighborhood Investment Committee and the Muncie Redevelopment Commission: We have been negotiating with Intersection to do a branding for Neighborhood Investment Committee policy and procedures manual and in working with them they stated that the Neighborhood Investment Committee (NIC) is under the Muncie Redevelopment Commission we really need to be working on branding the Muncie Redevelopment Commission. And so we wrote a grant to Ball Brother Foundation and received five thousand dollars to get started on this branding campaign. We would like to be able to spend those dollars to off-set the first leg of this branding campaign the additional dollars will be coming from the Muncie Redevelopment Commission. Roger Overbey moved to approve agreement with Intersection as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

12. Adjournment: Roger Overbey moved to adjourn meeting, meeting adjourned at 9:19 a.m., Bobbie Clemens provided the second. Motion passed by voice vote.

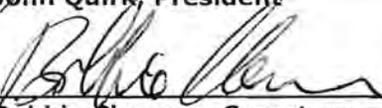
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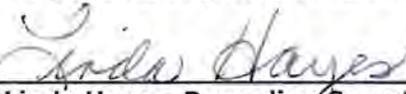


John Quirk, President

Roger Overbey, Vice-President



Bobbie Clemens, Secretary



Linda Hayes, Recording Secretary