

BOARD OF PUBLIC WORKS AND SAFETY  
MUNCIE, INDIANA

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Application for Residential Handicapped Parking Space from Charlotte M. Sylvester 2701 N. Winston Dr.
6. Ray Brassart presenting Cost Sharing Agreement by and between the Delaware County Regional Airport Authority and the Delaware County Commissioners and the City of Muncie
7. Noise Exemption Application and Street Closing Application for Muncie Gras March 19, 2016
8. Duke Campbell, Superintendent Department of Public Works gave an update on the fire we had at the Street Department
9. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**FEBRUARY 3, 2016 MINUTES**

1. Board of Public Works and Safety, City of Muncie, State of Indiana, met in the City Hall Auditorium, at 9:02 A.M.
2. **Members Present:** John Quirk, Roger Overbey, Bobbie Clemens
3. **Approval of Minutes from the January 27th, 2016 meeting:** Roger Overbey moved to approve minutes from the January 27th, 2016 meeting as printed. Bobbie Clemens provided the second. Motion passed by voice vote.
4. **Register of Claims:**

Audrey Jones, City Controller presented the **BOW EFT Payment 12/31/15** First Merchants Trust there is **1 Record** for a total amount of **\$255.22** nothing unusual. Bobbie Clemens moved to approve Board of Works EFT claim as presented. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **BOW EFT Payment 1/27/16** First Merchants Trust there is **1 Record** for a total amount of **\$0.79** nothing unusual. Bobbie Clemens moved to approve Board of Works EFT payment as presented. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **BOW EFT Payments 1/28/16** there is **6 Records** for a total amount of **\$163,071.32 Health Insurance** payments nothing unusual. Bobbie Clemens moved to approve BOW EFT payments as presented. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Board of Works (3) Check Date 1/29/16** there is **2 Records** for a total amount of **\$55,767.00** purchase Rutter Communications Building down payment of \$10,000.00 and a bill out of the TIF District for landscaping for \$45,767.00 the Walnut Street Landscape Project. Bobbie Clemens moved to approve Board of Works (3) check date 1/29/16 as presented. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presenting Board of Works **Special Run Check Date 2/1/16** there is **2 Records** for a total amount of **\$112,532.13** INDOT Round-a-about which was already approved for payment in the amount of \$62,532.13 and the other was \$50,000.00 to the Chamber. Bobbie Clemens moved to approve Board of Works Special Run as presented. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **BOW EFT Payment 2/1/16** there is **1 Record** for a total amount of **\$350.00 First Merchants Trust** payment nothing unusual. Bobbie Clemens moved to approve BOW EFT payment as presented. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Board of Works Check Date 2/5/16** there is **274 Records** for a total amount of **\$832,307.57** nothing unusual. Bobbie Clemens moved to approve Board of Works claims as presented for 2/5/16. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Community Dev Check Date 2/5/16** there is **9 Records** for a total amount of **\$7,870.72** nothing unusual. Bobbie Clemens moved to approve Community Development claims as presented. Roger Overbey provided the second. Motion passed by voice vote.

5. **Application for Residential Handicapped Parking Space from Charlotte M. Sylvester 2701 N. Winston Drive:** President Quirk mentioned that we tabled this request last week and asked for a motion to remove it from the table. Roger Overbey moved to remove item from the table. Bobbie Clemens provided the second. Motion passed by voice. President Quirk if there was anybody here to speak on this request. President Quirk commented that he drove past the residence. The city recently removed parking and put up no parking here to corner signs due to the width of the streets and the concerns for public safety firetrucks and so on being able to make that turn and get down in that neighborhood. The driveway in my opinion her driveway is more than sufficient to be able to load a scoter in or out of a vehicle and I think if you look at it they can park probably six to eight cars on her driveway which is in good shape, no cracking and it is not

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unusually steep. The concerns that I have with the public safety being able to get a fire truck down there with a car parked on that side of the street or even close to the corner. At this particular time in my opinion the public safety concerns out ways the need for a handicapped parking spot in that I see there is plenty of off-street parking, the driveway is in good shape. Is there anybody here that wants to comment or ask any questions regarding the request? President Quirk at this particular time entertained a motion to decline request for residential handicapped parking spot. Roger Overbey judging from the fact that it is a public safety issue and observation of off-street parking on the driveway beside their house, I move to decline application for residential handicapped parking spot. Bobbie Clemens provided the second. Motion passed by voice vote.

6. **Ray Brassart presenting Cost Sharing Agreement by and between the Delaware County Regional Airport Authority and the Delaware County Commissioners and the City of Muncie:** Ray Brassart with a copy of Cost Sharing Agreement between the City, County and Airport for the funding of the tower operation. It goes from October 2014 through June of 2016 the reason for such a long period from last year when Congress was having a problems with the budget and things they were funding the regional airports there was actually five different periods in there they now funding through June 30, 2016.

**October 1, 2014 to January 30, 2015**

Authority	Commissioners	City of Muncie	No. of Months
\$2,879.00 monthly	\$2,515.00 monthly	\$2,515.00 monthly	4-months

**February 1, 2015 to March 31, 2015**

Authority	Commissioners	City of Muncie	No. of Months
\$2,979.00 monthly	\$2,515.00 monthly	\$2,515.00 monthly	2-months

**April 1, 2015 to June 30, 2015**

Authority	Commissioners	City of Muncie	No. of Months
\$2,979.00 monthly	\$2,515.00 monthly	\$2,515.00 monthly	3-months

**July 1, 2015 to September 30, 2015**

Authority	Commissioners	City of Muncie	No. of Months
\$2,736.00 monthly	\$2,515.00 monthly	\$2,515.00 monthly	3-months

**October 1, 2015 to June 30, 2016**

Authority	Commissioners	City of Muncie	
\$3,091.00 9-months	\$2,515.00 9-months	\$2,515.00 monthly	

Roger Overbey moved to approve enter into Cost Sharing Agreement between the Delaware County Regional Airport Authority and the Delaware County Commissioners and the City of Muncie as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

7. **Noise Exemption Application and Street Closing Application for Muncie Gras March 19, 2016:** Cheryl Crowder, Muncie Downtown Development requested approval to close Walnut Street between Jackson St. and Walnut St. Round-a-bout as well as Charles Street between High St. and Mulberry St. and Adams St. between High St. & Mulberry St. for Muncie Gras on March 19<sup>th</sup>, 2016 from 8:00 a.m. until Noon March 20, 2016. Muncie Chief of Police, Steve Stewart, Muncie Fire Chief, Eddie Bell have both given their approval for the street closures. Cheryl also submitted Noise Exemption Authorization Application for March 19, 2016 from 7:00 p.m. to 2:00 a.m. Roger Overbey moved to approve street closures and noise exemption for Muncie Gras as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

8. **Duke Campbell, Superintendent Department of Public Works gave an update on the fire we had at the Street Department:** Duke gave an update on the fire that we had yesterday, it was contained to one truck which had been sitting for three days in the garage just to keep it warm and ready to go plow snow. Nobody worked on it just out of the blue two guys were standing near it and heard a noise. One of the guys grabbed a fire extinguisher and tried to put it out and couldn't put it out, the fire extinguisher knocked it down enough to open the hood, they tried that method again with the fire extinguisher it knocked the fire down a little bit; then it keep going and by that time it had melted some fuel lines. I firmly believe it is an electrical problem somewhere in the truck that built up to this time and there is a little damage to the building not a lot, some electrical work, smoke damage and we are going to check all of our equipment for water damage that is what we are in the process of doing today. We immediately got a hold of the insurance carrier and hopefully they will have an adjuster up here soon and an investigator too, maybe pin point "hey here is where it started". The response time from the Muncie Fire Department was as quick as it was, I am amazed the fire was contained just the one bay other than smoke and water and the sprinkler system did come on but what a heck of a job they done and I wanted to thank them in a public meeting. We are blessed and I am thankful.

9. **Adjournment:** Roger Overbey moved to adjourn meeting, meeting adjourned at 9:15 a.m., Bobbie Clemens provided the second. Motion passed by voice vote.

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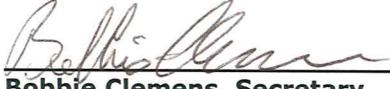
**Board of Public Works and Safety**



**John Quirk, President**



**Roger Overbey, Vice-President**



**Bobbie Clemens, Secretary**



**Linda Hayes, Recording Secretary**