

BOARD OF PUBLIC WORKS AND SAFETY  
MUNCIE, INDIANA

1. Time & Place
2. Members Present
3. Register of Claims
4. Street Closing Application from Pastor Toddrick Gordon, Urban Light Community Church
5. Street Closing Application from Megan Quirk and Jacqueline Hanoman, Ross Center
6. Arron Kidder, Mayor's Office presenting Memorandum of Understanding by and between the City of Muncie and TeenWorks 2820 N. Meridian Suite 1250, Indianapolis, IN
7. Arron Kidder, Mayor's Office presenting Memorandum of Understanding by and between the Unity Center, Inc. and the City of Muncie "50 at Promise Students"
8. Brad King, Community Development Office "Acceptance of Street Paving Bid"
9. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**June 1st, 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, **Absent** - Bobbie Clemens
3. **Register of Claims:**

Audrey Jones, City Controller presented the **BOW EFT Payments 5/26/16** there is a total of **7 Records** for a total amount of **\$428,323.53** for Health Insurance Claims. Roger Overbey moved to approve Board of Works EFT claims as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **BOW EFT Payment 5/27/16** there is a total of **1 Record** for a total amount of **\$3,189.70** for Muncie Meds/Canarx Service for prescription drugs. Roger Overbey moved to approve Board of Works EFT claims as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **Board of Works (2) Check Date 5/27/16** there is a total of **1 Record** for a total amount of **\$21,500.00** for Trash Truck for Muncie Parks Department. Roger Overbey moved to approve Board of Works EFT claims as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Board of Public Works Check Date 6/3/16** there is **135 Records** for a total amount of **\$682,205.92** nothing unusual within this set of claims. Roger Overbey moved to approve Community Development claims as presented. John Quirk provided the second. Motion passed by voice vote.

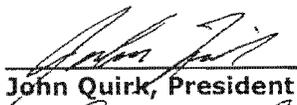
Audrey Jones, City Controller presented **Community Dev Check Date 6/3/16** there is **8 Records** for a total amount of **\$5,512.99** to nothing unusual within this set of claims. Roger Overbey moved to approve Community Development claims as presented. John Quirk provided the second. Motion passed by voice vote.
4. **Street Closing Application from Pastor Toddrick Gordon, Urban Light Community Church:** Pastor Gordon came forward to request approval from the Board to close E. 7<sup>th</sup> Street between Madison St. and Monroe St. on Friday, July 29, 2016 from 4:00 p.m. to 10:00 p.m. for our Annual Community Block Party. There have not been any issues for the past seven years now. Approval has been given by Steve Stewart, Muncie Police Chief and Eddie Bell, Muncie Fire Chief. Roger Overbey moved to approve the closure of 7<sup>th</sup> Street between Madison and Monroe. John Quirk provided the second. Motion passed by voice vote.
5. **Street Closing Application from Megan Quirk and Jacqueline Hanoman, Ross Center:** Jacqueline came forward to request approval to close Birch Street between 8<sup>th</sup> Street and 10<sup>th</sup> Street from 8:00 a.m. to 6:00 p.m. Opening day baseball, softball and tee-batt league because there will be families with children we feel that Birch Street should be closed to traffic for pedestrian safety. Approval has been given by Steve Stewart, Muncie Police Chief and Eddie Bell, Muncie Fire Chief. Roger Overbey moved to approve the closure of Birch Street between 8<sup>th</sup> & 10<sup>th</sup>. John Quirk provided the second. Motion passed by voice vote.
6. **Arron Kidder, Mayor's Office presenting Memorandum of Understanding by and between the City of Muncie and TeenWorks 2820 N. Meridian Suite 1250, Indianapolis, IN:** Arron reported that the City of Muncie and TeenWorks have come together to collaborate summer youth employment program for low-income high schools teens. TeenWorks will provide a group of 10 teenagers with a paid work experience with The City of Muncie, provide transportation to and from the address provided each day for the teens; provide a Supervisor and Assistant Supervisor (chaperones) each day; add the City of Muncie as an additional insured entity to TeenWorks General Liability and Auto Liability policies; Provide The City of Muncie with \$1,447.76 to purchase the following for materials and supplies listed on Stipend Request Form. The City of Muncie will engage teens in hands-on learning activities as part of their experience; provide instruction for the activities as needed; provide a work site coordinator that will be available during all teen work hours; provide meaningful work experiences from 8 am to 11:15 am for each teen employee on all agreed upon days; Supply any additional training they deem necessary for our teen employees to properly fulfill their job requirements specific to this location; Add TeenWorks, Inc. as an additional Insured entity to the City of Muncie's Commercial General Liability policy. Roger Overbey moved to

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MUNCIE, INDIANA

enter into Memorandum of Understanding with TeenWorks as presented by Arron Kidder. John Quirk provided the second. Motion passed by voice vote.

7. **Arron Kidder, Mayor's Office presenting Memorandum of Understanding by and between the Unity Center, Inc. and the City of Muncie "50 at Promise Students"**: Arron reported the City of Muncie shall provide fifteen thousand dollars (15,000.00) to the Unity Center to be used for the following: The Unity Center shall gather a total of 50 at Promise Students. Said students shall be drawn from a coordinated effort with the Unity Center, Buley Center and Ross Center. These at Promise Students shall be paid the rate of fifty dollars (\$50.00) each per week for the 6-week program. This shall equal the \$15,000.00 contributed by the City of Muncie. Each at Promise Student shall be required to be present and participate in the mentoring program each Thursday and the work activities Friday of each week. If an at Promise Student does not appear and participate in the activities that student shall not receive their payment. The program shall begin on June 9, 2016 and end on July 22, 2016. The City of Muncie shall provide insurance for the Promise Students, as well as additional resources as needed. Roger Overbey moved to enter into Memorandum of Understanding by and between the Unity Center, Inc. and the City of Muncie as presented. John Quirk provided the second. Motion passed by voice vote.
8. **Brad King, Community Development Office "Acceptance of Street Paving Bid"**: Brad King came forward to recommend the Board to accept the lowest base bid from E & B Paving in the amount of \$281,984.00 Roger Overbey moved to accept base bid from E & B Paving as recommended by Brad King. John Quirk provided the second. Motion passed by voice vote.
9. **Adjournment**: Roger Overbey moved to adjourn meeting, meeting adjourned at 9:11 a.m., Bobbie Clemens provided the second. Motion passed by voice vote.

**Board of Public Works and Safety**

  
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John Quirk, President

  
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Bobbie Clemens, Secretary

  
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Roger Overbey, Vice-President

  
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Linda Hayes, Recording Secretary