

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Megan Quirk, City Attorney presenting invoice from Harry Ratchford, LLC
6. Arron Kidder, Mayor's Office presenting Change Order #15 Des. 0401076
7. Margaux Dever, Planner 1 and HOME Program Coordinator Community Development Department presenting Contract for PathStone Housing Corporation of Indiana Down Payment Assistance Program
8. Donnie Wright, Assistant Superintendent Department of Public Works request acceptance of quote to purchase a 2008 used 436EZ JCB Wheel Loader
9. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
FEBRUARY 15TH, 2017 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, Bobbie Clemens, Roger Overbey
3. **Minutes:** Bobbie Clemens moved to approve minutes from the February 8th, 2017 meeting as printed. Roger Overbey provided the second. Motion passed by voice vote.
4. **Register of Claims:**

Audrey Jones, City Controller presented **BOW EFT Payment 1/31/17 (1)** Authorize Net (Bank Fees) in the amount of **\$7.95** nothing unusual within this claim. Bobbie Clemens moved to approve EFT Payment as presented by the City Controller. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **BOW EFT Payments 2/3/17 (2)** IU Health Plans (Health Insurance) in the amount of **\$185,666.76** nothing unusual within this set of claims. Bobbie Clemens moved to approve EFT Payments as presented by the City Controller. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **BOW EFT Payment 2/9/17 (1)** Indiana Department of Revenue (Sales Tax) in the amount of **\$362.94** nothing unusual within this claim. Bobbie Clemens moved to approve EFT Payments as presented by the City Controller. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **BOW EFT Payment 2/9/17 (1)** IU Health Workplace Services (Health Insurance) in the amount of **\$45,454.45** nothing unusual within this claim. Bobbie Clemens moved to approve EFT Payment as presented by the City Controller. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **BOW EFT Payment 2/10/17 (1)** Muncie Meds/Canarx Serv Inc. (Prescription Claims) in the amount of **\$2,909.60** nothing unusual within this claim. Bobbie Clemens moved to approve EFT Payment as presented by the City Controller. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **BOW EFT Payments 2/14/17 (2)** IU Health Physicians (Health Insurance) in the amount of **\$524.00** nothing unusual within this set of claims. Bobbie Clemens moved to approve EFT Payment as presented by the City Controller. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Board of Works (2) – Check Date 2/10/17 (4)** Indiana Dept. of Workforce Development **\$393.00** (Unemployment) Ratchford Properties **\$20,000.00** (Property Purchase) Bobbie Clemens moved to approve BOW's (2) Check as presented by the City Controller. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **Board of Public Works** Check Date 02/17/17 there is **202 Records** for a total amount of **\$218,435.16** nothing unusual within those set of claims. Bobbie Clemens moved to approve Board of Works claims as presented. Roger Overbey provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **Community Development** Check Date 02/17/17 there is **5 Records** for a total amount of **\$2,774.25** nothing unusual within this set of claims. Bobbie Clemens moved to approve Community Development claims as presented. Roger Overbey provided the second. Motion passed by voice vote.

5. **Megan Quirk, City Attorney presenting invoice from Harry Ratchford, LLC:** Megan Quirk came forward to present invoice for Harry Ratchford LLC per agreement dated February 9th, 2017. I am asking approval of that invoice in the amount of \$10,000.00 to be paid. Bobbie Clemens moved to approve invoice for Harry Ratchford LLC as presented by Megan Quirk. Roger Overbey provided the second. Motion passed by voice vote.

6. **Arron Kidder, Mayor's Office presenting Change Order #15 for Southside Gateway Des. #0401076:** Arron reported this change order #15 is for our Southside Gateway Round-a-bout Project it is just a matter of housekeeping, this is a no cost change order for a time extension that has already gone past. This project has been completed for a couple years now. Only change was the completion date. Roger Overbey moved to approve change order #15 for Southside Gateway as presented and recommended by Arron Kidder. Bobbie Clemens provided the second. Motion passed by voice vote.
7. **Margaux Dever, Planner 1 and HOME Program Coordinator Community Development Department presenting Contract for PathStone Housing Corporation of Indiana Down Payment Assistance Program:** Margaux reported that the contract you have before you is for HOME Funds designated for PathStone Down Payment Assistance Program. These funds were designated for the program in our 2015 Action Plan but PathStone still had funds remaining so they have held off on signing contract for them. The contract you have before you in draft has two minor changes and one is the name of PathStone they wanted me to change it to PathStone Corporation instead of their Indiana Housing which is for their downtown payment assistance program. Second change is that on the signature page Susan Voss of the Housing Council will sign for PathStone. Roger Overbey moved to approve contract for PathStone Corporation as presented. Bobbie Clemens provided the second. Motion passed by voice vote.
8. **Donnie Wright, Assistant Superintendent Department of Public Works request acceptance of quote to purchase a 2008 used 436EZ JCB Wheel Loader:** Donnie presented quotes for a used Wheel Loader. The Street Department used this piece of equipment to remove trees that fall onto roadway and load salt onto salt plow trucks. The one we currently have is very old and it has been around slat for the last 20 years and is starting to break down and parts are costing more and more. We found a good deal from a local dealer that they brought to our attention and we have money in our budget to make the purchase. The following quotes were presented from:

MH JCB 15333 W. Commerce Road Daleville, IN 47334 765-378-0704	Scholtens Equipment, Inc. Lynden, Washington 360-686-6046	Fairchild Equipment Green Bay, Wisconsin 888-328-0099
2008 JCB 436EZ Wheel Loader	2006 JCB 34867 Loader	2006 JCB 1305051 Loader
\$59,900.00	\$64,900.00	\$67,495.00

Donnie Wright requested the board to accept lowest quote MH JCB for \$59,900.00 Bobbie Clemens moved to accept quote from MH JCB as recommended by Donnie Wright. Roger Overbey provided the second. Motion passed by voice vote.

9. **Adjournment:** Roger Overbey moved to adjourn meeting, meeting adjourned at 9:10 a.m., Bobbie Clemens provided the second. Motion passed by voice vote.

Board of Public Works and Safety

John Quirk, President

Roger Overbey, Vice-President

Bobbie Clemens, Secretary

Linda Hayes, Recording Secretary