

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Acceptance of Bid for New Training Center for the Muncie Fire Department
6. Acceptance of Quotes for Saltboxes for the Department of Public Works
7. No Parking on the north side of Sherman Drive from Oakwood to Winston Drive per Duke Campbell, Dept. of Public Works
8. Cleaning contract with Hillcroft Services for Dept. of Public Works
9. Cleaning contract with Hillcroft Services for City Hall
10. Release of Bonds for Hometown Boulevard, Randall Miller and Associates
11. Brad King, Environmental Review Officer; Community Development. Demolition Change Order from RSO Construction for 2615 S. Madison Street
12. Noise Exemptions for Be Here Now Bar
13. Procession Application from Cardinal Greenway
14. Street Closure for East Washington Neighborhood Assoc.
15. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
June 28th, 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:** Roger Overbey, Bobbie Clemens (Absent-John Quirk)
3. **Minutes:** Bobbie Clemens moved to amend minutes from the June 21st, 2017 meeting. Roger Overbey provided the second. Motion passed by voice vote.
4. **Register of Claims:**

Arron Kidder, Mayor's Office presented the **BOW EFT Payment** dated **6/21/17** there is **1 Record** for a total amount of **\$291.36** Pitney Bowes Postage by Phone nothing unusual within this claim. Bobbie Clemens moved to approve EFT payment as presented. Roger Overbey provided the second. Motion passed by voice vote.

Arron Kidder, Mayor's Office presented the **Board of Works Claim #2 check** date **6/23/17** there is **1 Record** for a total amount of **\$585.00** Summer Recreation, nothing unusual other than the second check run within this claim. Bobbie Clemens moved to approve Board of Works Claim #2 as presented. Roger Overbey provided the second. Motion passed by voice vote.

Arron Kidder, Mayor's Office presented the **BOW EFT Payments** dated **6/23/17** there is **3 Records** for a total amount of **\$198,259.90** IU Health Plans \$106,381.09 Health Insurance, IU Health Plans \$91,221.03 Health Insurance, Pitney Bowes \$657.78 nothing unusual within this set of claims. Bobbie Clemens moved to approve BOW EFT payments as presented. Roger Overbey provided the second. Motion passed by voice vote.

Arron Kidder, Mayor's Office presented the BOW EFT Payments dated **6/27/17** there is **2 Records** for a total amount of **\$11,115.70** Muncie Meds/Canarx Serv \$5,932.50, Muncie Meds/Canarx Serv \$5,183.20 nothing unusual within this set of claims. Bobbie Clemens moved to approve BOW EFT payments as presented. Roger Overbey provided the second. Motion passed by voice vote.

Arron Kidder, Mayor's Office presented the **Board of Public Works** Check Date **06/30/17** there is **184 Records** for a total amount of **\$174,440.89** nothing unusual within this set of claims. Bobbie Clemens moved to approve Board of Works claims as amended. Roger Overbey provided the second. Motion passed by voice vote.

Arron Kidder, Mayor's Office presented the **Community Development** Check Date **06/30/17** there is **8 Records** for a total amount of **\$126,453.68**, 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. **Acceptance of Bid for New Training Center for the Muncie Fire Department:** Bret Granger, Deputy Fire Chief came forward with Bruce Everett of Taylor Architects with me here this morning. Bruce Everett two weeks ago you received bids for the new training center. Three bids were received the low bid was from Attlin Construction after reviewing their bid. We have worked with Attlin Construction in the past for over 50 years. We have no problem with their quality of work. Their bid amount is \$394,848.00 we have meet with them and the Fire Chief and Deputy Fire Chief to discuss their bid in conjunction with their budget. Change Order #1 reduces their scope of work and puts some of the work in the owner's hand to get the total contract price -\$64,848.00 to be attached to contract. Original Contract Sum \$394,848.00 Net Change Order Amount -\$64,848.00 new Contract Sum \$330,000. Bobbie Clemens moved to accept bid from Attlin Construction and approve change order and revised contract amount for New Training Center as presented. Roger Overbey provided the second. Motion passed by voice vote.

6. **Acceptance of Quotes for Saltboxes for the Department of Public Works:** Duke Campbell, Superintendent Department of Public Works presented quotes from:

Clark Truck Equipment 105 W. 850 N. Crawfordsville, IN 47933 \$ 6,007.00 Each	W. A. Jones Truck Bodies 1171 S. Williams Dr. Columbia City, IN 46725 \$ 7,114.72 Each	Discount Power Equipment 2650 E. State Road 236 Anderson, IN 46017 \$ 7,170.00 Each
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Duke reported that we need to purchase two stainless steel saltboxes with spreaders for our 550 dump trucks. The current saltboxes has rusted completely through, we have money in our budget to purchase two new saltboxes with spreaders. Duke Campbell requested the board to accept the lowest quote from Clark Truck Equipment. Bobbie Clemens moved to accept quote from Clark Truck Equipment for two salt boxes with spreaders as recommended by Duke Campbell. Roger Overbey provided the second. Motion passed by voice vote.

7. **No Parking on the north side of Sherman Drive from Oakwood to Winston Drive per Duke Campbell, Dept. of Public Works:** Duke Campbell, Superintendent reported that they residents on Sherman Drive from Oakwood Avenue to Winston Drive are parking on both sides of the street. This makes the roadway very narrow for a school bus, fire truck or any other emergency vehicle to get through. I am requested that the parking be eliminated on the north side of Sherman Drive from Oakwood Avenue to Winston Drive. Bobbie Clemens moved to approve no parking zone on the north side of Sherman Drive from Oakwood Ave. to Winston Dr. as recommended by Duke Campbell. Roger Overbey provided the second. Motion passed by voice vote.
8. **Cleaning contract with Hillcroft Services for Dept. of Public Works:** Arron Kidder, Mayor's Office presented Agreement between Hillcroft Cleaning Services, hereinafter referred to as Hillcroft and Department of Public Works hereinafter referred to as Public Works Building 5790 W. Kilgore Avenue, Muncie, IN. Janitorial Services one day a week on Thursday's where they will empty all waste baskets to outside totters, replace waste can liners as needed, clean glass panels, clean and sanitize all restroom facilities, fill paper dispensers and similar accessories, clean kitchen and break area thoroughly, clean main offices, sweep and mop hard surfaces, vacuum carpet, clean & sanitize all water fountains, spot clean walls, sanitize all door knobs, clean entrance doors, vacuum floors, dust window ledges, wet mop all hard surface floors. Contract Amount \$537.20 per month beginning May 1, 2017 and shall continue until June 30, 2018. Bobbie Clemens moved to approve cleaning contract with Hillcroft Services with the Department of Public Works. Roger Overbey provided the second. Motion passed by voice vote.
9. **Cleaning contract with Hillcroft Services for City Hall:** Arron Kidder, Mayor's Office presented Agreement between Hillcroft Cleaning Services, hereinafter referred to as Hillcroft and Department of City of Muncie hereinafter referred to as City Hall 300 N. High Sr., Muncie, IN. Janitorial Services five nights a week, Monday through Friday from 4:00 p.m. to 7:30 p.m. where they will empty all waste baskets to outside totters, replace waste can liners as needed, clean glass panels daily, clean and sanitize all restroom facilities 3rd floor (6); 2nd Floor (1), fill paper dispensers and similar accessories, clean kitchen and break area thoroughly, Clean all conference rooms, polish flag bases daily, spot check hard surface floors, spot check carpet in main isle area and heavy traffic areas, 3rd floor (1) 2nd floor (1), clean all water fountains, clean elevators, spot clean walls, Weekly dust window ledges, dust pictures, dust all chair legs, dust baseboards, wet mop all hard surface floors, vacuum carpet, Monthly: dust doors, vacuum upholstered furniture, Annually: refinish all floors optional quote. Wash all inside windows - optional quote. Contract Amount \$4,115.68 per month beginning May 1, 2017 and shall continue until June 30, 2018. Bobbie Clemens moved to approve cleaning contract with Hillcroft Services with the City of Muncie, City Hall. Roger Overbey provided the second. Motion passed by voice vote.
10. **Release of Bonds for Hometown Boulevard, Randall Miller and Associates:** Brandon Sanders, Nebo Land Partners have completed the street (Hometown Boulevard) west of Nebo Road, curbs, under drains and sidewalk. We are asking the Board of Public Works & Safety to release maintenance of bonds for Hometown Boulevard. Bobbie Clemens moved to release maintenance bond for Hometown Boulevard west of Nebo Road as requested by Randall Miller and Associates. Roger Overbey provided the second. Motion passed by voice vote.
11. **Brad King, Environmental Review Officer; Community Development Office presenting Demolition Change Order from RSO Construction for 2615 S. Madison Street:** Brad reported that we have a change order from RSO Construction to demolish 2615 S. Madison Street. The original bid was \$8,000.00 but there was a basement that was undisclosed in both Delaware county records and was discovered during the inspection. It was not found until the building itself was torn down which added \$1500.00 for backfill to the bid amount. Revised demolition contract amount is \$9,500. Bobbie Clemens moved to approve demolition change order for RSO Construction for 2615 S. Madison Street as presented by Brad King. Roger Overbey provided the second. Motion passed by voice vote.
12. **Noise Exemptions for Be Here Now Bar:** Dustin Ward came forward with noise exemptions for the following dates and times. July 10 - July 12, 2017 from 8:00 p.m. to 1:00 a.m. and July 13 - July 14 - July 15, 2017 from 8:00 p.m. to 2:00 a.m. live music instrumentation or DJ playing music outside on our patio. Bobbie Clemens moved to approve noise exemptions for Be Here Now as presented. Roger Overbey provided the second. Motion passed by voice vote.

13. Procession Application from Cardinal Greenway: Matt Cox presented procession application for September 9, 2017 8 a.m. start time Half-Marathon: Starting at Depot, going north on Cardinal Greenway (CG) across White River trestle and turning right (east) onto White River Greenway (WRG). Continue through McCullough Park under Martin Luther King Blvd to east end of WRG at Craddock Westland's. Cross Bunch Blvd into wetlands and complete circuit trail, exiting wetlands and crossing Bunch Blvd. At rest stop. Retrace along WRG back to intersection with CG and turn left (south) following CG back to Depot. Continue south, crossing Wysor Street, Hackley Street, Brady Street, East Jackson Street at railroad overpass, Burlington Drive, Willard Street, 8th Street, Memorial Drive and Sixteenth Street, before passing Mansfield Park and exiting the city limits. Trail continues south to just pas CR 350 and turn around to retrace CG trail to Depot and finish line.

9:00 a.m. 10K follows same route as half-marathon, going north on Cardinal Greenway (CG) across White River trestle and turning right (east) onto White River Greenway (WRG). Continue through McCullough Park under Martin Luther King Blvd., to east end of WRG at Craddock Wetlands. Cross Bunch Blvd into wetlands and complete circuit trail, exiting wetlands and crossing Bunch Blvd. At rest top. Retrace along WRG back to intersection with CG and turn left (south) following CG back to Depot. Continue south, crossing Wysor Street, Hackley Street, Brady Street, East Jackson Street at railroad overpass, Burlington Drive, and Willard Street. Turnaround for 10k is just south of Willard Street, and route retraces CG trail to return to Depot and finish line.

9:00 a.m. 5K same route as other two events, going north on Cardinal Greenway (CG) across White River trestle and turning right (east) onto White River Greenway (WRG). Continue through McCullough Park under Martin Luther King Blvd. to east end of WRG at Craddock Wetlands. Cross Bunch Blvd into wetlands and complete circuit trail, exiting Wetlands and crossing Bunch Blvd. at rest stop. Retrace along WRG back to intersection with CG and turn left (south) following CG back to Depot and finish line.

Approval was given from Mark Vollmar, Deputy Chief of Police and Eddie Bell, Muncie Fire Chief for the City of Muncie. Bobbie Clemens moved to approve procession permit for Cardinal Greenway as presented. Roger Overbey provided the second. Motion passed by voice vote.

14. Street Closure for East Washington Neighborhood Association: Lynn Thornburg came forward to request approval to close Washington Street from Madison Street to N. Beacon Street at 8:00 a.m. Friday, September 15, 2017 until Sunday, September 17, 2017 at 8:00 p.m. the following cross street will be closed Friday through Sunday. Monroe Street, Vine Street, N. Pershing Dr., N. Hackley St. and N. Ebright St. between E. Main and E. Gilbert St. For their 41st Annual Old Washington Street Festival. Approval was given from Mark Vollmar, Deputy Chief of Police and Eddie Bell, Muncie Fire Chief for the City of Muncie. Bobbie Clemens moved to approve procession permit for Cardinal Greenway as presented. Roger Overbey provided the second. Motion passed by voice vote.

15. Adjournment: Roger Overbey moved to adjourn meeting, meeting adjourned at 9:27 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