

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Audrey Jones, City Controller presenting Landscape Maintenance Agreement between the City of Muncie and Jay-Crew Landscape, Inc. for Canan Commons
6. Kevin Nemyer, Community Development Office presenting Subrecipient Agreement between the city of Muncie and Ross Community Center, Inc. for Acquisition of 2015 W. 8th Street for Phase 1 of a 4 Phase recreational build out project at the Ross Center
7. Residential Handicapped Parking Application from Stanley Hellis 2812 S. Jefferson Street
8. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
March 29th, 2017 MINUTES

1. Board of Public Works and Safety, City of Muncie, State of Indiana, met in the City Hall Auditorium, at 9:00 A.M.
2. **Members Present:** John Quirk, Bobbie Clemens, Roger Overbey
3. **Minutes:** Bobbie Clemens moved to approve amended minutes from the March 22nd, 2017 meeting. Roger Clemens provided the second. Motion passed by voice vote.
4. **Register of Claims:**

Audrey Jones, City Controller presented **Board of Works EFT Payments** 3/4/17 there is **(2)** records in the amount of **\$144,497.08** IU Health Plans \$140,545.08 and Muncie Meds/Canarx Serv Inc. \$3,952.00 nothing unusual. Roger Overbey moved to approve EFT Payments as presented by Arron Kidder. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented **Board of Works (2) – Check Date** 3/31/17 to Wanda L. Wilkerson (Janitorial Services for Muncie Police Department) in the amount of \$1,050.00 rewrite a special run. Roger Overbey moved to approve second check to Hoosier Pete as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **Board of Public Works** Check Date 03/31/17 there is **197 Records** for a total amount of **\$218,718.17** nothing unusual within those set of claims. Roger Overbey moved to approve Board of Works claims as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the **Community Development** Check Date 03/31/17 there is **5 Records** for a total amount of **\$5,132.64** 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. **Audrey Jones, City Controller presenting Landscape Maintenance Agreement between the City of Muncie and Jay-Crew Landscape, Inc. for Canan Commons 500 S. Walnut Street:** Audrey Jones reported that every year Canan Commons is maintained by Jay Crew Landscape in the past it has been contracted out through Canan Commons. There was some issues on getting the bills paid in a timely manner because they weren't coming directly to us. So at this point we are doing an agreement with Jay Crew and ourselves instead of going through Downtown Development. It is the same cost as it has always been but now we are going to pay Jay Crew directly. Terms of this Agreement shall commence March 1, 2017 and shall continue until October 32, 2017 unless sooner terminated by either party with 60 day's written notice.

Turf Appl. 1	Appl. of a balanced rate of granular fertilizer along with pre-emergent crabgrass control	1-Occurance \$ 135.00
Turf Appl. 2	Includes an appl. Of a balanced rate of slow-release granular fertilizer (with iron) along with a blanket application of liquid broadleaf weed control.	1-Occurance \$ 135.00
Turf Appl. 3	Includes an appl. Of a balanced rate of slow-release granular fertilizer (with iron) along with spot treatment of broad leaf weeds.	1-Occurance \$ 135.00
Turf Appl. 4	Includes an appl. Of a balanced rate of slow-release granular fertilizer (with iron) along with spot treatment of broad leaf weeds.	1-Occurance \$ 135.00
Turf Appl. 5	Includes an appl. of a balanced rate of slow-release granular fertilizer (with iron) along with a blanket appl. Of liquid broad leaf weed control!	1-Occurance \$ 135.00
Turf Appl. 6	Includes an appl. Of high nitrogen granular fertilizer along with a spot treatment of broad leaf weeds if necessary.	1-Occurance \$ 135.00
Irrigation System Check Inspection	Includes visiting to the property during the summer months to check for proper operation of the irrigation system. Includes checking all sprinkler heads for proper rotation, checking for any leaks, and adjusting the control clock as needed to compensate for the current weather conditions.	4-Occurance \$ 50.00
Irrigation System Start Up	Includes turning on water to the system, checking the main line and all zone lines for any leaks, visually inspecting and adjusting all sprinkler heads, and programming the control clock. Does not include any repairs to the irrigation system.	1-Occurance \$ 100.00
Backflow Testing	Testing of irrigation system backflow preventer as required by local water company and filling out and sending in required paperwork.	1-Occurance \$ 75.00
Irrigation System Winterization	Includes turning off water to the system, using compressed air to blow water out from the main line and all zone lines, visually inspecting entire system including backflow preventer for any needed repairs, winterize the backflow preventer, and unplugging the control clock. Does not include any repairs to the irrigation system.	1-Occurance \$ 100.00
		\$ 1,285.00

Bobbie Clemens moved to enter into Landscape Maintenance Agreement with Jay-Crew Landscape Inc. as presented by Audrey Jones. Roger Overbey provided the second. Motion passed by voice vote.

6. **Kevin Nemyer Assistant Director, Community Development Office presenting Subrecipient Agreement between the City of muncie and Ross Community Center, Inc. for Acquisition of 2015 W. 8th Street for Phase 1 of a 4 Phase recreational build out project at the Ross Center:** Kevin reported that Ross Center has additional land to increase the green space and allow for more youth and adult activities and increase parking. They are purchasing a section of land at 1019-2015 W. 8th Street for \$15,000. Street will be removed both sodded and seeded and returned to a grassy area adjacent to the baseball or soccer field. Bobbie Clemens moved to approve Subrecipient Agreement between the City of Muncie and Ross Community Center, Inc. for Acquisition of 2015 W. 8th Street for Phase 1 of a 4 Phase recreational build out project at the Ross Center. Roger Overbey provided the second. Motion passed by voice vote.
7. **Residential Handicapped Parking Application from Stanley Hellis 2812 S. Jefferson Street:** Rick Lorrison came forward and reported that the Street Department has no issues with the residential handicapped parking as requested for 2812 S. Jefferson. Handicapped Parking Sign expires two years from date of installation. Roger Overbey moved to approve residential handicapped parking for 2812 S. Jefferson as presented. Bobbie Clemens provided the second. Motion passed by voice vote.
8. **Adjournment:** Roger Overbey moved to adjourn meeting, meeting adjourned at 9:07 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