

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Urban Light Community Church Procession Application and Noise Exemption
6. Phil Tevis, Flatland Resources presenting Kitselman Trail Head Land Transfer
7. Phil Tevis, Flatland Resources presenting Memorandum of Understanding between the City of Muncie and Muncie Indiana Transit System (MITS)
8. Phil Tevis, Flatland Resources presenting Street Closing Application for S. Walnut St. between Seymour & Howard
9. Dustin Ward "Be Here Now" presenting Noise Exemption Applications
10. Brad King, Community Development Office presenting Change Order for Contract #2017-CDBG-PF004 with August Mack for a Toxicity Characteristic Leachate Procedure Test
11. Open Demolition Bids properties on W. Jackson St. and Kilgore Avenue
12. Duke Campbell, Public Works Director presented Contract to the Board for Janitorial Services for the Street Department with Hillcroft Services
13. Duke Campbell, Public Works Director requests Board of Works approval to purchase right-way for four properties for Des#1173229 Wheeling Avenue widening between McGalliard & Centennial
14. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**MAY 16<sup>th</sup>, 2018 MINUTES**

1. Board of Public Works and Safety, City of Muncie, State of Indiana, met in the City Hall Auditorium, at 9:03 A.M.

2. **Members Present:** John Quirk, Bobbie Clemens, Roger Overbey

3. **Approval of Minutes from the May 2<sup>nd</sup> and May 9<sup>th</sup>, 2018 Meetings:** Vice-President Overbey entertained a motion to approve both sets of minutes as presented. Bobbie Clemens moved to approve both sets of minutes as printed. Roger Overbey provided second. Motion passed by voice vote.

4. **Register of Claims:**

Clares Burke, City Employee in the Controller's Office presented **Board of Works EFT Payment Dated 5/9/18 One Record** totaling **\$56,873.48 The Guardian Life Insurance Co.**, nothing unusual within this claim. Bobbie Clemens moved to approve Board of Works EFT Claims as presented. Roger Overbey provided the second. Motion passed by voice vote.

Clares Burke, City Employee in the Controller's Office presented the **Board of Works EFT Payments Dated 5/9/18 Two Records** totaling **\$118,365.40 IU Health Plans** nothing unusual within these claims. Bobbie Clemens moved to approve Board of Works EFT Claims as presented. Roger Overbey provided the second. Motion passed by voice vote.

Clares Burke, City Employee in the Controller's Office presented **Board of Works Special Run Check Date 5/11/18 One Record** totaling **\$91.77 Star/Cardmember Service** nothing unusual within this claim. Roger Overbey moved to approve Board of Works EFT Claim as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Clares Burke, City Employee in the Controller's Office presented the **Board of Works (2) Check Dated 5/11/18 One Record** of a total amount of **\$1,300.00 Borden Wood Township Vol. Fire Dept.** nothing unusual within this claim. Bobbie Clemens moved to approve Board of Works Claim as presented. Roger Overbey provided the second. Motion passed by voice vote.

Clares Burke, City Employee in the Controller's Office presented the **Board of Works (3) Check Date 5/11/18 One Record** of a total amount of **\$307.66 Vectren Energy Delivery** nothing unusual within this claim. Roger Overbey moved to approve Board of Works Claims as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

Clares Burke, City Employee in the Controller's Office presented **Board of Works EFT Payments Dated 5/14/18 Two Records** totaling **\$140,363.37 AFLAC Hospital Indemnity and The Bank of New York Trust** nothing unusual within these set of claims. Bobbie Clemens moved to approve Board of Works EFT Claim as presented. Roger Overbey provided the second. Motion passed by voice vote.

Clares Burke, City Employee in the Controller's Office presented the **Board of Works Check Date 5/18/18 Two Hundred Eighty Six Records** totaling **\$256,026.26**, nothing unusual within these set of claims. Bobbie Clemens moved to approve Board of Works Claims as presented. Roger Overbey provided the second. Motion passed by voice vote.

Clares Burke, City Employee in the Controller's Office presented the **Community Development** Check Date **5/18/18 Five Records** of a total amount of **\$32,232.47** nothing unusual within these claims. Bobbie Clemens moved to approve Community Development Claims as presented. Roger Overbey provided the second. Motion passed by voice vote.

5. **Urban Light Community Church Procession Application and Noise Exemption:** Pastor Toddrick Gordon came forward to request Board's approval to close E. 7<sup>th</sup> Street between Madison Street and Monroe Street on July 6, 2018 for their annual block party. Signature of approval given by Joseph Winkle, Muncie Chief of Police and Eddie Bell, Muncie Fire Chief. Noise Exemption for July 6, 2018 from 4:00 p.m. to 6:00 p.m. type of noise is Music and Public Address System. Vice-President Overbey entertained a motion to approve street closure and noise exemption. Bobbie Clemens moved to approve both applications as presented. Roger Overbey provided the second. Motion passed by voice vote.
6. **Phil Tevis, Flatland Resources presenting Kitselman Trail Head Land Transfer:** Phil Tevis this is a formality to make sure it is a public record the City of Muncie received two land donations in association with the Kitselman Trail Head. One is the King Forge Property and the other one is the formal parking lot of Indiana Steel & Wire. The land has been transferred and anytime property is being donated it has to come before the Board of Public Works for acceptance.
7. **Phil Tevis, Flatland Resources presenting Memorandum of Understanding between the City of Muncie and Muncie Indiana Transit System (MITS):** Phil Tevis reported that the City of Muncie is required to upgrade the public rights of way to accommodate the current American with Disabilities Act (ADA) Standards Established by the Federal Government. The City of Muncie has created an ADA Transition Plan (2011) to make such improvements and Muncie Indiana Transit System (MITS) a public transit provider, has the means to make such improvements with a grant from the Federal Transit Administration (FTA) to better accommodate the MITS users. The City of Muncie agrees that sidewalk and curb ramp improvements made by MITS for the MITS users is in keeping with the COM ADA Transition Plan and agrees to pay 20% local share of construction costs in an amount not to exceed \$81,500 to meet MIT's FTA Gant Requirements at City of Muncie's sole expense to benefit MITS users and the City Of Muncie at large and the City of Muncie agrees to pay for the cost of construction inspection of the MITS sidewalk improvements project, estimated to not exceed \$41,000. Vice-President Overbey entertained a motion to approve Memorandum of Understanding as presented. Bobbie Clemens moved to approve MOU between the City of Muncie and MITS as presented by Phil Tevis. Roger Overbey provided the second. Motion passed by voice vote.
8. **Phil Tevis, Flatland Resources presenting Street Closing Application for S. Walnut St. between Seymour & Howard:** Phil Tevis requested approval to close Walnut Street between Seymour Street and Howard Street on Monday, May 21st, 2018 8:00 a.m. thru Friday, May 24<sup>th</sup>, 2018 by 5:00 p.m. Signatures of approval given by Joseph Winkle, Muncie Chief of Police and Eddie Bell, Muncie Fire Chief. We will be fixing pavers in drive lanes through Canan Commons. Vice-President Overbey entertained a motion to approve street closing as presented. Bobbie Clemens moved to approve street closing application as presented. Roger Overbey provided the second. Motion passed by voice vote.
9. **Noise Exemption Authorization Application from "Be Here Now" 505 N. Dill Street:** Dustin Ward came forward to present their noise exemption for 505 N. Dill Street for the following dates and times: Monday, Wednesday May 21<sup>st</sup> and 23<sup>rd</sup>, 2018 from 8:00 p.m. to 1:00 p.m. and Thursday, Friday, Saturday May 24<sup>th</sup>, May 25<sup>th</sup> and May 26<sup>th</sup>, 2018 from 8:00 p.m. to 2:00 a.m., type of noise, live music instrumentation or DJ. Vice President Overbey entertained a motion to approve noise exemptions. Bobbie Clemens moved to approve noise exemptions as presented by Dustin Ward. Roger Overbey provided the second. Motion passed by voice vote.
10. **Brad King, Community Development Office presenting Change Order for Contract #2017-CDBG-PF004 with August Mack for a Toxicity Characteristic Leachate Procedure Test:** Brad King came forward to discuss change order with August Mack for some supplemental ground water soil testing to perform toxicity characteristic leachate procedure test which we were not expecting because of high concentrations. It falls well below the 20% thresh hold. Vice President Overbey entertained a motion to approve change order as presented by Brad King. Bobbie Clemens moved to approve change order for Contract #2017-CDBG-PF004 with August Mack as presented. Roger Overbey provided the second. Motion passed by voice vote.
11. **Open Demolition Bids properties on W. Jackson St. and Kilgore Avenue:** Brad King reported that there are a couple of commercial buildings that we are seeking demolition bids for removal at Kilgore Avenue & Jackson Street. Vacant Marathon Gasoline Station and former MAB Paint Store and Uniform Store. Only one bid submitted to the City Clerk's Office. The following bid was opened from Shroyer Bros. Inc. PO Box 1772 Muncie, IN

| Shroyer Bros. Inc. | Base Bid     | Waste Amt.  | Total Bid Amt. |
|--------------------|--------------|-------------|----------------|
| 802 W. Jackson St. | \$ 45,483.00 | \$ 3,192.00 | \$ 48,675.00   |
| 811 W. Jackson St. | \$ 36,815.00 | \$ 2,128.00 | \$ 38,943.00   |

Brad King recommended the Board to table demolition bids for one week so that I can review it and see if it meets Federal Guidelines. Vice-President Overbey entertained a motion to table demolition bids. Bobbie Clemens moved to table demolition bids for one week as recommended by Brad King. Roger Overbey provided the second. Motion passed by voice vote.

**12. Duke Campbell, Public Works Director presented Contract to the Board for Janitorial Services for the Street Department with Hillcroft Services:** Duke presented contract renewal with no price increase for this contract year. Our current contract expires June 30, 2018; therefore, this contract will begin July1, 2018 and continue until June 30, 2019. Vice-President Overbey entertained a motion approve contract with Hillcroft Services. Bobbie Clemens moved to approve new contract with Hillcroft Services for the Department of Public Works as discussed. Roger Overbey provided the second. Motion passed by voice vote.

**13. Duke Campbell, Public Works Director requests Board of Works approval to purchase right-way for four properties for Des#1173229 Wheeling Avenue widening between McGalliard & Centennial:** Duke reported this is to purchase temporary right-of-way along Wheeling Avenue for sidewalks and construction work some of it is temporary and/or permanent. The City Attorney has reviewed all the documentation and INDOT has accepted these properties as good appraisal values.

|                         |                             |              |
|-------------------------|-----------------------------|--------------|
| David & Carol Huffer    | 1008 W. Webber Dr.          | \$ 2,200.00  |
| Le Van Thép             | 2801 N. Wheeling Ave.       | \$ 27,300.00 |
| Wood Muncie Center, LLC | 1407-1417 W. McGalliard Rd. | \$ 24,460.00 |
| Wesley S. Isaacs        | 1201 W. Cowing Dr.          | \$ 3,325.00  |

Vice-President Overbey entertained a motion to approve purchase of right-of-way for Des #1173229 for the Wheeling Avenue Project. Bobbie Clemens moved to approve the purchase of right-of-way as presented. Roger Overbey provided the second. Motion passed by voice vote.

**14. Adjournment:** Vice President Overbey entertained a motion to adjourn meeting. Bobbie Clemens moved to adjourn meeting, meeting adjourned 09:22 a.m. Roger Overbey 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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**Roger Overbey, Vice-President**

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**Bobbie Clemens, Secretary**

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**Linda Hayes, Recording Secretary**