

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Mayor Dennis Tyler
6. Mayor Dennis Tyler
7. Brad King, Community Development Office presented Change Order #1 from Midwest Demolitions LLC 801 W. Jackson Street
8. Sharolyn Waters, Community Development Office presenting Public Service Contracts for year 2018
9. Duke Campbell, Superintendent Department of Public Works requesting approval to establish no parking on the eastside of the 1400 Block S. Council
10. Duke Campbell, Superintendent Department of Public Works presenting Change Order #1 for College Avenue United Methodist Church at McKinley & Washington
11. Adam Williams, IT Department presenting Proposal/Contract for acceptance
12. Board to consider approving 2019 Board of Public Works & Safety meeting schedule
13. Open Demolition Quotes for Hardest Hit Fund Blight Elimination Program Set #18
14. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
October 10th, 2018 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, Roger Overbey (Absent-Bobbie Clemens)
3. **Minutes:** President Quirk entertained a motion to approve minutes. Roger Overbey moved to approve the minutes from October 3rd, 2018 meeting as printed. John Quirk provided the second. Motion passed by voice vote.
4. **Register of Claims:**

Kevin Nemyer, City Controller presented the **Board of Works EFTS 9/30/2018** there is **2 Records** for a total amount of **\$689.32** to **Star Financial Bank** and **First Merchants Trust**, Kevin claims nothing unusual within this set of claims. President Quirk entrained a motion to approve. Roger Overbey moved to approve EFT payments as presented. John Quirk provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **Board of Works EFT 10/3/2018** there is **5 Records** for a total amount of **\$693.77** to **Indiana Dept. of Revenue**, Kevin claims nothing unusual within this set of claims. President Quirk entertained a motion to approve. Roger Overbey moved to approve EFT payment as presented. John Quirk provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **Board of Works EFT 10/4/2018** there is **3 Records** for a total amount of **\$6,537.34** to **First Merchants Trust** and **The Guardian Life Insurance**, Kevin claims nothing unusual within this claim. President Quirk entertained a motion to approve. Roger Overbey moved to approve EFT payment as presented. John Quirk provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **Board of Works EFTS 9/30/2018** there is **1 Record** for a total amount of **\$2,188.00** to **Muncie Meds/Canarx Serv Inc.**, Kevin claims nothing unusual within this claim. President Quirk entrained a motion to approve. Roger Overbey moved to approve EFT payments as presented. John Quirk provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **Board of Public Works** Check Date **10/12/2018** there is **255 Records** for a total amount of **\$434,120.04** nothing unusual within this set of claims. President Quirk entertained a motion to approve. Roger Overbey moved to approve Board of Works claims as amended. John Quirk provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **Community Development** Check Date **10/12/2018** there is **11 Records** for a total amount of **\$40,206.48** nothing unusual within this set of claims. President Quirk entertained a motion to approve. Roger Overbey moved to approve Community Development claims as presented. John Quirk provided the second. Motion passed by voice vote.

5. **Mayor Dennis Tyler presented Invoice from Muncie Central Boys Basketball Club for approval:** Mayor Tyler presented invoice from Muncie Central Bearcat Basketball Booster Program, they are trying to raise about \$25,000 in private donations to help support the Boys Basketball Program for this fall and winter. I am here today asking for \$5,000 that I can take out of our EDIT plan to cover the cost and hopefully that will spur some other private donors to be a part of it. President Quirk entertained a motion to approve. Roger Overbey moved to authorize the payment of the invoice to Muncie Central Boys Basketball Booster Club as presented. John Quirk provided the second. Motion passed by voice vote.
6. **Mayor Dennis Tyler presented Invoice from Boys & Girls Clubs of Muncie for approval:** Mayor Tyler presented invoice from Boys & Girls Clubs of Muncie, as you can see it is for the City of Muncie to pick up 225 kids to be able to participate in the after school programs and weekend program for students at Muncie Community School which is a total of \$3,375 that I can take out of our EDIT plan to cover the cost as you know we have a lot parents that cannot afford the \$15.00 per child. I think it is a good jester for the City of Muncie to pick up that cost. President Quirk entertained a motion to approve invoice as presented. Roger Overbey moved to authorize invoice for Boys & Girls Clubs of Muncie as presented. John Quirk provided the second. Motion passed by voice vote.
7. **Brad King, Community Development Office presented Change Order #1 from Midwest Demolitions LLC 801 W. Jackson Street:** Brad King presented change order from Midwest Demolitions LLC to demolish a portion of the structure at 801 W. Jackson in the amount of \$500.00 increase. Contract Amount \$22,750.00 plus \$500.00 change order amount to a 2.15% increase and is for the cutting of curbs from the sidewalks. The sidewalks adjacent to the property were a single pour with curb which was not anticipated so there is additional labor in keeping a curb and removing the sidewalk. President Quirk entertained a motion to approve change order as presented. Roger Overbey moved to approve change order from Midwest Demolitions LLC as presented. John Quirk provided the second. Motion passed by voice vote.
8. **Sharolyn Waters, Community Development Office presenting Public Service Contracts for year 2018:**
 - 1) Subrecipient Agreement between the City of Muncie and Muncie Delaware Senior Citizen's Council Inc for Increased Program Choices in the amount of \$12,500.00
 - 2) Subrecipient Agreement between the City of Muncie and TeenWorks for Summer Employment Program in the amount of \$11,750.00
 - 3) Subrecipient Agreement between the City of Muncie and PathStone Corporation for Housing Counseling and Education in the amount of \$15,000.00

President Quirk entertained a motion to approve public service contracts for Muncie Delaware Senior Citizen's Council, TeenWorks for Summer Employment and PathStone Corporation as presented. Roger Overbey moved to enter into agreements as presented. John Quirk provided the second. Motion passed by voice vote.
9. **Duke Campbell, Superintendent Department of Public Works requesting approval to establish no parking on the eastside of the 1400 Block S. Council Street:** Duke came forward and reported that we are doing sidewalks improvements on S. Council and 8th Street what we found is that there is only one house on the eastside and he has ample parking. But there are about seven cars that are parking up over our curb and onto the sidewalk to our old sidewalk. I do not want them to park on our new sidewalk I am asking for no parking on the eastside of Council Street from 8th Street to 7th Street. President Quirk entertained a motion to approve. Roger Overbey moved to approve no parking zone on eastside of Council between 7th Street and 8th Street. John Quirk provided the second. Motion passed by voice vote.
10. **Duke Campbell, Superintendent Department of Public Works presenting Change Order #1 for College Avenue United Methodist Church at McKinley & Washington:** Duke came forward and reported that we contracted sidewalk repairs all around the College Avenue United Methodist Church there was a small lid about the size of this podium which looked like a water lid but when Pridemark Construction opened the lid up and it ended up being a pit about 6' wide by 4' wide with no support under it. After inspecting the area there was no structure under sidewalk so he shored it up and poured as needed necessary concrete. Change order #1 amount of \$2,675.00 making revised contract amount of \$16,739.00 which is less than the 20% increase. President Quirk entertained a motion to approve change order. Roger Overbey moved to approve change order as presented. John Quirk provided the second. Motion passed by voice vote.

- 11. Adam Williams, IT Department presenting Proposal/Contract for acceptance:** Adam Williams came forward with three quotes from:

Vendor	csKern 3401 S Hamilton Ave. Muncie, IN 47302	Rackspace (*) 1 Fanatical Place San Antonio, TX 78218	Intermedia 825 E. Middlefield Rd. Mountain View, CA 94043
Base Annual Expense	\$28,134.00	\$28,134.00	\$46,610.40
Options	\$ 2,000.00	\$ -----	\$ -----

Adam reported that **Rackspace** was unable to provide a solution to specific requirement we have for direct deposit notification emailing. Consider them as non-responsive. Adam recommended the Board to accept quote from csKern with option #1. President Quirk entertained a motion to accept lowest quote. Roger Overbey moved to accept quote and Option #1 from csKern as recommended by Adams Williams. John Quirk provided the second. Motion passed by voice vote.

- 12. Board to consider approving 2019 Board of Public Works & Safety meeting schedule:** President Quirk commented that the Board meets every Wednesday morning at 9:00 a.m. in the auditorium except for January 2nd, 2019 and December 25, 2019 which are cancelled. President Quirk entertained a motion to approve 2019 Board of Public Works & Safety meeting schedule. Roger Overbey moved to approve schedule for 2019 as presented. John Quirk provided the second. Motion passed by voice vote.
- 13. Open Demolition Quotes for Hardest Hit Fund Blight Elimination Program Set #18:** Only one bid was submitted to the City Clerk's Office from Shroyer Bros., Inc.

Property Address	Base Bid Amount
1003 E. 20 th St.	6,485.00
1104 E. 22 nd St.	6,310.00
1001 N. Blaine St.	6,540.00
1005 N. Blaine St.	6,435.00
1015 N. Leland Ave.	7,965.00
1625 S. Madison St.	14,915.00
1415 S. Monroe St.	9,825.00
822 S. Vine St.	9,675.00
914 S. Wolfe St.	9,415.00
Total Bid Amount	\$77,565.00

President Quirk asked Zane Bishop if he publishes notices for bids in newspaper. Zane responded we published the notice twice in the newspaper as well as pre-bid conference where I had two contractors in attendance. Zane Bishop requested the Board to table bid for review for completion and accuracy one week. President Quirk entertained a motion to table bid for one week. Roger Overbey moved to table demolition bid as recommended by Zane Bishop. John Quirk provided the second. Motion passed by voice vote.

- 14. Adjournment:** President Quirk entertained a motion for the Adjournment of the meeting. Roger Overbey moved to adjourn meeting, meeting adjourned at 9:18 a.m., John Quirk 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