

1. Time & Place
2. Pledge of Allegiance
3. Members Present
4. Register of Claims
5. Parade/Processions application for Cardinal Greenway
6. Parade/Processions Application for MCHS Homecoming Parade
7. Employment Contract for Zane Bishop and Rachel Clark
8. Change Order for Jackson & Kilgore Gateway Project.
9. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**JULY 31, 2019 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. **Pledge of Allegiance**

3. **Members Present:** Roger Overbey, Bobbie Clemens, Rick Lorrison

4. **Register of Claims:**

Kevin Nemyer, City Controller presented the **BOW EFT Payment for Check Date 7/24/19** there are **2 Records** for a total amount of **\$12,789.02** to **Muncie MEDS/Canarx** and **SIHO Insurance**. Kevin claims nothing unusual with these claims. President Overbey entertained a motion to approve. Bobbie Clemens moved to approve BOW EFT claims as presented. Rick Lorrison provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **BOW EFT Payment for Check Date 7/30/19** there is **1 Record** for a total amount of **\$4,382.10** to **Muncie MEDS/Canarx**. Kevin claims nothing unusual with this claim. President Overbey entertained a motion to approve. Bobbie Clemens moved to approve Board of Works claims as presented. Rick Lorrison provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **Board of Works Check Date 8/2/2019** there are **306 Records** for a total amount of **\$1,380,891.87**. Kevin claims nothing unusual within these claims. President Overbey entertained a motion to approve. Bobbie Clemens moved to approve Board of Works claims as presented. Rick Lorrison provided the second. Motion passed by voice vote.

Kevin Nemyer, City Controller presented the **Community Development Check Date 8/2/2019** there are **9 Records** for a total amount of **\$53,481.13** Kevin claims nothing unusual within these claims. President Overbey entertained a motion to approve. Bobbie Clemens moved to approve Community Development claims as presented. Rick Lorrison provided the second. Motion passed by voice vote.

5. **Matt Cox, Cardinal Greenways - Parade/Processions Application:** Matt is requesting a procession application for a public walking even/ trail fundraiser for Cardinal Greenways. This event will take place on September 7<sup>th</sup>, 2019 from 9:15 AM to 12:00 PM. The delays will be at the following intersections (all intersecting with the greenway): 16<sup>th</sup> St, Memorial Dr., 8<sup>th</sup> St., Burlington Dr., Jackson St/St Rd 32, Brady St., and Wysor St. (Approved from the Muncie Deputy Police Chief, Mark Vollmar, Muncie Fire Chief, Eddie Bell, and Cardinal Greenway, Angie Pool). They will have police cars to help keep everyone safe and to slow down traffic, when needed. They have never had an issue or accident in the 9 years this event has been going on. President Overbey entertained a motion to approve. Rick Lorrison moved to approve the Procession as presented. Bobbie Clemens provided the second. Motion passed by voice vote.
6. **Chuck Hensley, MCHS Security - Homecoming Parade:** Chuck presented Parade application for Muncie Central Homecoming Parade that will take place on September 20<sup>th</sup>, 2019 from 4:00 PM to 5:15 PM. They will be Starting at MCHS they will head south onto N Walnut Street, until the round-a-bout then take the Walnut Street round-a-bout to E Seymour street and proceed North on S Mulberry street until you get to E Gilbert street, turning right onto Walnut Street and following Walnut Street back to MCHS. (Approved from the Muncie Police Chief, Joe Winkle, Muncie Fire Chief, Eddie Bell). President Overbey entertained a motion to approve. Rick Lorrison moved to approve Central High School Homecoming Parade as presented. Bobbie Clemens provided the second. Motion passed by voice vote.
7. **Megan Quirk, City Attorney presenting two Employment Contracts (Zane Bishop and Rachel Clark):** Megan is requesting an approval of a contract between the City of Muncie and Rachel Clark, who is the administration of Emergency Management Services (EMS) operations and personnel for the City's Fire Department. Clark will provide a broad range of complex duties, demanding original thinking and analysis while among independent decisions and taking authoritative action to ensure the proper administration of Emergency Management. She will be paid **\$1,092.25** weekly for an annual fee of **\$56,797.28**. The funding of the agreement shall be drawn from the City of Muncie Economic Development income tax (EDIT). This Agreement

of Service is for a period of 24 months, effective August 1, 2019 to July 31, 2021. President Overbey entertained a motion to approve. Rick Lorrison moved to approve the contract as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

**Contract between the City of Muncie and Zane Bishop:** Megan is requesting the approval of a contract between the City of Muncie and Zane Bishop, who is the general administration, management, and oversight consulting from the Hardest Hits Fund Project (HHF Project), the MRC for abandoned residential properties as recommended by the Neighborhood Investment Committee Programs (NIC Programs) and support and assist with programs, projects and events in the City's Building Commissioner and Community Development Departments. He will be paid **\$750.00** weekly for an annual fee of **\$39,000.00**. In addition, Administrative expenses in the amount of **\$1,000.00** and Media/Documentation Expenses in the amount of **\$1,000.00** will be provided when needed. The total possible amount payable under this Agreement is **\$41,000.00**. The funding of the agreement shall be drawn from 70% shall be drawn from the City of Muncie Economic Development income tax (EDIT) 30% will be drawn from the MRC. The Agreement for Services will be 17 months, beginning on August 1<sup>st</sup>, 2019 until December 31<sup>st</sup>, 2020. President Overbey entertained a motion to approve. Rick Lorrison moved to approve the contract as presented. Bobbie Clemens provided the second. Motion passed by voice vote.

8. **Dick Weigel, HWC Engineering – Proposed change order for Jackson & Kilgore Gateway Project:** Dick is requesting the approval of a proposed change order for the Jackson & Kilgore Gateway Project that was awarded to Pridemark Construction. The reason for the change order is Remove and demo items, install new curbs, sidewalks, top soil, sod, and removing unusable material. The Original amount was for **\$174,820.00** for an increased amount of **\$23,466.31** for a total amount of **\$208,234.62**.

Maintenance of Traffic	<b>\$620.00</b>
Demolition	<b>\$2,145.31</b>
Addition of concrete sidewalks	<b>\$992.69</b>
Additional curbing	<b>\$8,346.27</b>
Asphalt Patch and Concrete Infill	<b>\$2,251.31</b>
Demolition of buried concrete & Hauling	<b>\$2,364.38</b>
Lawn Top Soil, Trucked, Placed & Graded	<b>\$6,277.74</b>
Sod Install	<b>\$466.40</b>

President Overbey entertained a motion to approve. Rick Lorrison moved to accept the change order. Bobbie Clemens provided the second. Motion passed by voice vote.

9. **Adjournment:** President Overbey entertained a motion for the Adjournment of the meeting. Bobbie Clemens moved to adjourn meeting, meeting adjourned at 9:10 a.m., Rick Lorrison provided the second. Motion passed by voice vote.

**Board of Public Works and Safety**

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**Roger Overbey, President**

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**Bobbie Clemens, Vice-President**

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**Rick Lorrison, Secretary**

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**Leslie Swafford, Recording Secretary**