

1. Time & Place
2. Pledge of Allegiance
3. Roll Call Members Present
4. Approval of Minutes for May 13, 2020 meeting
5. Register of Claims
6. Salvation Army – Restroom Rehabilitation
7. Accept Demolition Bid for Red Carpet Inn
8. Open Asbestos Abatement Quotes for Red Carpet Inn
9. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
MAY 20TH, 2020 MINUTES

1. Board of Public Works and Safety, City of Muncie, State of Indiana, at 9:02 A.M. President Gregory called the meeting to order.
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Linda Gregory, Jerry Wise (Ted Baker-Absent)
4. **Board of Works Minutes for May 13, 2020:** President Gregory entertained a motion. Jerry Wise moved to approve minutes from the May 13th, 2020 meeting as printed. Linda Gregory provided the second. Motion passed by voice vote.
5. **Register of Claims:**

Trent Conway, City Controller reported there is one item that I would to bring to your attention and that is on page #3 under ditch assessments/storm water \$73,528.31 that is our Spring and Fall installments for the properties that the City of Muncie owns and have ditches on them to the county.

Jerry Wise had a question on page #3 Building Maintenance and Repair acct# 79090 for Resolve Tech, LLC in the amount of \$6460.88

Trent Conway explained that the Board of Public Works & Safety approves any building maintenance that is done. Jerry then asked about page #11 EDIT Fund Board of Works 439071 Other Services & Charges in the amount of \$177,223.00

Trent Conway commented that the best way I can explain that is that each department such as Controller's Office, Mayor's Office etc., and expenses going into those departments are specific to those departments. Mayor's EDIT Funds, he is not spending those funds for the Mayor's Department he has discretion over them and that is to benefit the city as a whole.

Linda Gregory mentioned to Trent that the problem is the Board of Works label under 296 - EDIT Fund. Trent thinks it is marked that way because you guys are approving the expenditure.

Jerry Wise asked about page #9 top of page 203 Prairie Creek Reservoir 439071 Other Services & Charges Refunds to S. Breedlove, P. Roberts, P. Teague, R. Claywell and W. Clamme refund for campground site for the Memorial weekend.

Linda Gregory mentioned last week we approve claims for Police Vests yet the appropriation wasn't dealt with until Monday night at the City Council meeting so we either anticipated an appropriation or the appropriation is being done so it is done by the end of the year so that State Board of Accounts is OK. I would prefer that we are approving charges until City Council has appropriated the monies.

Trent Conway agreed that is fair and the though process behind that was that the Police Department knew they needed to get those SWAT Vests updated for the safety of their individuals and there were willing to sacrifice monies that they had appropriated for other things to get that done. So even if the money was not appropriated they were willing to sacrifice other purchases they were going make with that money.

Linda Gregory in going forward if that is the case, could that be part of the explanation when we deliberate those claims, I think it makes it more transparent in that instance

I don't think there is any question that we would approve the claims and that City Council would appropriate the money but who is to say that the next time around there might be some controversy involved. I would just prefer to do things in a prescribed order.

Trent agreed.

Jerry Wise asked Trent if the City has a policy on past years' invoices being accepted this year. Linda Gregory suggested that Trent check with State Board of Accounts to see what kind of time they recommend.

Trent said he would look into that.

President Gregory asked if there were any other questions or comments. Trent Conway, City Controller presented **Board of Works** Claims payment dated **5.15.20** there are **188 Records** for a **total amount \$360,051.27** President Gregory entertained a motion. Jerry Wise moved to approve Board of Works claims as presented. Linda Gregory provided the second. Motion passed by voice vote.

Trent Conway, City Controller presented the **Board of Works EFTS** payment dated **5.15.20** there are **6 Records** for a total amount of **\$154,122.33** for **Indiana Dept. of Revenue, Muncie Meds/Canarx Serv. Inc., AFLAC Hospital Indemnity, IU Health Plans**. No comments or questions for Trent Conway. President Gregory entertained a motion. Jerry Wise moved to approve EFT claims as presented. Linda Gregory provided the second. Motion passed by voice vote.

6. Salvation Army - Restroom Rehabilitation: Gretchen Cheesman requested this item remain on the table.

7. Accept Demolition Bid for Red Carpet Inn: Gretchen Cheesman, Community Development Director, last you opened bids for the demolition of Red Carpet Inn and lowest bidder is Complete Demolition Services from Louisville, KY Base Bid is \$143,000.00 and if we accept Alternate #3 in the amount of \$192,000.00 that bid price including Alternate #3 is about \$60,000 from the next lowest bidder which is a local contractor. For that amount of money, I can't justify awarding it locally. I recommend the board to accept bid from Complete Demolition Services, LLC in the amount of \$192,000. They were the contractor for Muncie Sanitary District when they demolished Ed's Warehouse. President Gregory entertained a motion. Jerry Wise moved to accept bid and alternate #3 from Complete Demolition Services, LLC as recommended by Gretchen Cheesman. Linda Gregory provided the second. Motion passed by voice vote.

8. Open Asbestos Abatement Quotes for Red Carpet Inn: The following quotes were opened from:

AAMR of Indiana 744 S. 9 th Avenue Beech Grove IN 46107	\$ 97,400.00
Air Management Techniques 2650 W Kilgore Ave. Muncie, IN 47304	\$ 189,000.00
Environmental Demolition 3520 Turfway Rd. Erlanger, KY 41018	\$ 212,480.00
Environmental Assurance 440 Hancock St. Indianapolis, IN 46222	\$ 240,000.00

Gretchen Cheesman requested the Board to recess while she looks over the quotes and makes her recommendation to accept asbestos quote before the end of the meeting.

Recessed meeting at 9:18 a.m.

Audie Barber came to the podium and requested approval to look at the asbestos bids as well, and since there has been bids opened today I need to sign the sign in sheet for the bids.

President Gregory commented she is not sure what you mean by that.

Audi Barber commented according to CDBG any bids that are opened there has to be a sign in sheet for all people in attendance of the opening of bids. It is just a small clerical thing we need to do. Bid opening minutes and a sign in sheet must be maintained for the project records and will be required for release of funds.

Meeting called back to order 9:21 a.m.

Gretchen Cheesman requested the board to award Asbestos Abatement contract to AARM of Indiana for the Red Carpet Inn in the amount of \$97,000. President Gregory entertained a motion. Jerry Wise moved to award Asbestos Abatement contract to AARM of Indiana as recommended by Gretchen Cheesman. Linda Gregory provided the second. Motion passed by voice vote. Gretchen did not a contract this week for Board Works Signatures but will bring one next week.

Audie Barber commented that he has a couple issues awarding these bids today, has AAMR been researched to check and see if they are on the Attorney General's list?

Gretchen Cheesman reported that they have been registered with the Secretary of State and not sure why they are not.

Audie Barber mentioned that they are supposed to be before an award can be made to them, right.

Gretchen nor Linda could answer that question. Gretchen then reported that she spoke to Bard King in her office and was told there is no requirements they have to be registered.

Audie Barber then read from Rules & Regulations there shall be no action on bid opening meetings except by order of the CEO to place the bids under advisement. So by awarding this today we will be doing it illegally according to rules and regulations of procurement.

President Gregory asked Gretchen Cheesman if we rescind our motion and postpone this until next week does it cause an undue burden for CDBG?

Gretchen Cheesman replied it caused a week delay in the project because the asbestos abatement contractor to give the State of Indiana a 14-day notice before they can start their work at the site. It would cause a week delay. Gretchen commented that this company was the lowest bidder last week and quotes were rejected I went ahead and checked them out on the SAM.gov website to make sure they weren't debarred by HUD, I discussed the issue of them not be registered with the Secretary of State. Which I do not know if it is a legal requirement or not, in order to be able to award them a bid.

President Gregory erring on the side of caution recommended Mr. Wise to rescind your previous motion. Jerry Wise moved to rescind his previous motion. Linda Gregory provided the second. Motion passed by voice vote. With that motion off the table and bid no longer accepted we will take those bids under advisement and anticipate your decision next week.

Audie Barber came back to the podium with a follow up question from last week if Ms. Cheesman filed a conflict of interest statement. Gretchen Cheesman reported yes she did with Human Resources Office.

- 9. Adjournment:** There being no further business President Gregory adjourned meeting at 9:28 a.m.

We will meet next Wednesday, May 27, 2020.

Board of Public Works and Safety

Linda Gregory, President

Jerry Wise, Vice-President

Ted Baker, Secretary

Linda Hayes, Recording Secretary