

1. Time & Place
2. Pledge of Allegiance
3. Roll Call Members Present
4. Approval of Minutes for August 26th, 2020 meeting
5. Register of Claims
6. Residential Handicap Parking Renewal 1924 W 10th
7. Residential Handicap Parking Request 1333 S Wolfe
8. Contract bet City of Muncie and Dana Salkoski
9. Quotes for Neighborhood Signs
10. Demolition for 1623 S Jefferson
11. Contract with Community Development and BSU for a Work Study Student
12. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
September 2nd, 2020 MINUTES

1. Board of Public Works and Safety, City of Muncie, State of Indiana, at 9:00 A.M. President Gregory called the meeting to order.
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Linda Gregory, Ted Baker, Jerry Wise-on phone-
4. **Board of Works Minutes for August 26th, 2020:** President Gregory entertained a motion. Jerry Wise moved to approve minutes from the August 26th, 2020 meeting as printed. Ted Baker provided the second. Motion passed by voice vote.
5. **Register of Claims:** Trent Conway, City Controller started the claims by bringing attention to page 11 under the 'COVID grant fund' they got permission to purchase new police vehicles; 2 from American Chevrolet and 2 from Honda **\$69,000.00**(for 2) and **\$34,800.00 and \$34,800.00** and the 'EMP technical group' to outfit those vehicles with the proper equipment for **\$7,227.00**. Jerry had a question on page 10 for a lot of charges to 'QUADMED, INC', for a total of **\$13,325.85**, Trent answered by saying that is where we get our medical supplies for our EMS vehicles. Jerry also asked a question on page 12 for 'Thurston Pools' for **\$6,368.00**, Trent answered by stating those are the chemicals for Tuhey pool. Ted and Linda did not have any other questions regarding the claims this week. Trent Conway, City Controller presented **Board of Works** Claims payment dated **9.4.20** there are **270 Records** for a total amount **\$758,295.67**. Ted Baker moved to approve Board of Works claims as presented. Jerry Wise provided the second. Motion passed by voice vote.
6. **Residential Handicap Parking Renewal 1924 W 10th:** William Chambers, Street Department Supervisor is requesting another 2 years' renewal for Alvena Newton to have her handicap parking space. President Gregory asked if they have had any issue in the past with this parking spot. President Gregory entertained a motion. Jerry Wise moved to approve the request as presented. Ted Baker provided the second. Motion passed by voice vote.
7. **Residential Handicap Parking Request 1333 S Wolfe:** William Chambers, Street Department Supervisor is requesting a Handicap Parking sign be placed for Cynthia Benning to have easy access to get into her house. President Gregory asked if William has any concerns about this location, he did not, she also noted all of the documentation and photos Cynthia provided for the board members. President Gregory entertained a motion. Ted Baker moved to approve the Handicap parking spot as presented. Jerry Wise provided the second. Motion passed by voice vote.
8. **Contract bet City of Muncie and Dana Salkoski:** Trent Conway, City Controller came on the behalf of Ethan Browning, Animals Shelter Director for the renewal of the contract between Dana Salkoski (who is a contracted employee) and City of Muncie. Trent goes on to day that she has been a huge help and done a great impact to the department especially with grants and placing and tracking of the animals. This will be an increased pay of \$21,620.00 she will receive 5% on each grant she is approved that will be added to her already contracted pay The board moved to table the contract until next week so they would have time to look over the contract and have Ethan, attend with more information. President Gregory entertained a motion to table.

9. Quotes for Neighborhood Signs: Brad King is requesting approval for a fabrication contract for Muncie Action Plan Neighborhood Signs. This contract will not exceed **\$19,000.00**. This is for 9 neighborhoods to get 19 Way finder signs. Way finder signs are signs that have arrows pointing to parks, Hospitals, etc.

| | | | |
|--------------------|--------------------|-----------------------|--------------------|
| Ace Signs | Advanced Signs | Versatile Metal Works | Planner's Estimate |
| \$26,375.00 | \$19,100.00 | \$18,999.96 | \$20,750.00 |

Brad is requesting approval of Versatile Metal Works with a price of **\$18,999.96** as they are the lowest quote and the most responsive. Brad also said he believes all of the city park signs were made by this company. They will just be fabricating the signs and the Department of Public Works will install them. This will be coming out of the CDBG funding. President Gregory entertained a motion. Ted Baker moved approve the Quote. Jerry Wise provided the second. Motion passed by voice vote.

10. Award Demolition for 1623 S Jefferson: Brad King, is requesting approval of a contract for 1623 S Jefferson St in conjunction with Habitat for Humanity, Community Development will pay for the demolition process. They reached out to 12 businesses and Shroyer Bros was the lowest quote and most responsive. This will be for the expansion of the pocket park at Jefferson.

| | |
|-------------------------------------|--------------------------|
| Complete Demolition Services | Shroyer Bros, INC |
| \$7,000.00 | \$6,745.00 |

Brad is requesting the board award it to Shroyer Bros, INC. President Gregory entertained a motion. Ted Baker moved approve the Quote. Jerry Wise provided the second. Motion passed by voice vote.

11. Contract with Community Development and BSU for a Work Study Student:

Brad King is requesting approval of a contract between Community Development and Ball State University for a Federal Work-Study program. He introduced Stephanie Hutchinson who is the newly hired Community Development Specialist. Stephanie will be in charge of public services and management of ball state works study students. They will take students from the Career Center and pay the students to do work in the office. It will be paid out of the CDBG funds. President Gregory entertained a motion. Jerry Wise moved approve the Contract. Ted Baker provided the second. Motion passed by voice vote.

12. Adjournment: There being no further business President Gregory adjourned meeting at 9:14 a.m.

We will meet next Wednesday, September 9th, 2020.

Board of Public Works and Safety

Linda Gregory, President

Jerry Wise, Vice-President

Ted Baker, Secretary

Linda Hayes, Recording Secretary