

BOARD OF PUBLIC WORKS AND SAFETY  
MUNCIE, INDIANA

1. Time & Place
2. Members Present
3. Minutes
4. Register of Claims
5. Tom Parkison, Community Development Office presenting AIA Contract with Huston Electric for the YWCA Electrical Renovation Project.
6. Street Closing Application from Deliverance Temple 720 E. Second Street
7. Brad Bookout presenting Professional Services Agreement with Soil and Materials Engineers, Inc., to install brownfield monitoring wells at the former Holiday Cleaners site Madison & Main
8. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with A Better Way
9. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with BRIDGES
10. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Buley Center
11. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Habitat
12. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with MOM'S
13. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Open Door
14. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with PathStone
15. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Ross Community Center
16. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Senior Citizens Center
17. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Victim Advocate
18. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with YWCA
19. Acceptance of Quotes for 2014 Pavement Striping
20. Noise Exemption Authorization Application from Clancy's Village Bowl 4805 N. Wheeling Avenue
21. Frank Wills
22. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**August 13, 2014 MINUTES**

1. Board of Public Works and Safety, City of Muncie, State of Indiana, met in the City Hall Auditorium, at 9:05 A.M.
2. **Board Members Present:** John Quirk, Roger Overbey, David Miller
3. **Minutes from the July 30, 2014 Meeting:** David Miller moved to approve minutes from the July 30th, 2014 meeting as presented. Roger Overbey provided the second. Motion passed by voice vote.
4. **Register of Claims:**

Audrey Jones, City Controller I have one claim sheet from last week for **\$113,804.27** for the IU Ball Memorial Hospital. You approved it last week but did not sign the claim sheet. Roger Overbey moved to approve claim for IU Ball Memorial Hospital as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented Accounts Payable by G/L Distribution Report for **\$14,166.67** for Advanced Walls & Ceilings in the amount of \$11,500.00 and Christopher Charles Allen in the amount of \$2,666.67 for payment 8-8-14. Both contracts have been approved by the Board of Works. Roger Overbey moved to approve accounts payable by G/L Distribution as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented EFT Payment for **\$1,651.20** for Canarx Service Inc. for payment on August 11, 2014 nothing out of the ordinary. Roger Overbey moved to approve EFT payment as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the Board of Works Claims for payment on August 15, 2014 there are **262 Records** for a total amount of **\$201,127.72** nothing out of the ordinary. Roger Overbey moved to approve Board of Works claims as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controller presented the Community Development Claim for payment on August 15, 2014 there are **26 Records** for a total amount of **\$32,896.29** nothing out of the ordinary. Roger Overbey moved to approve community development claims as presented. John Quirk provided the second. Motion passed by voice vote.
5. **Tom Parkison, Community Development Office presenting AIA Contract with Huston Electric for the YWCA Electrical Renovation Project:** Tom came forward with an AIA Contract with Huston Electric for YWCA Electrical Renovation. Funds are in place for this half a million project. David Miller moved to enter into AIA Contract with Huston Electric as presented. Roger Overbey provided the second. Motion passed by voice vote.

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6. **Street Closing Application from Deliverance Temple 720 E. Second Street:** H. Royce Mitchell came forward to present his street closing for the Church Friend & Family Day Picnic for Deliverance Temple on Sunday, August 24, 2014 from 7:00 a.m. to 7:00 p.m. permission to close 2<sup>nd</sup> Street between Pershing & Vine. Application has been approved by Muncie Police Chief, Steve Stewart, Muncie Fire Chief, Eddie Bell. Roger Overbey moved to approve street closing application as presented. David Miller provided the second. Motion passed by voice vote.
7. **Brad Bookout presenting Professional Services Agreement with Soil and Materials Engineers, Inc., to install brownfield monitoring wells at the former Holiday Cleaners site Madison & Main:** Brad came forward presenting professional services agreement on behalf of the City and particularly the Park Department for the site of the former Holiday Cleaners. When the city acquired the site we did phase 1 and 2 environmental testing's which were submitted to the State of Indiana. State of Indiana asks for under the general agreement terms it says to install and sample four monitoring wells and other various services. They would like for a city backhoe to dig a hole to look for possibly one small underground storage tank at the site, which we don't believe it there. Idem is asking that we uncover and see. Soil & Materials engineer's will screen the soil and collect soil samples of an apparent impact and submit those samples for lavatory for analysis and prepare a letter and document our findings. Total cost of this \$10,000.00 and we did work with the parks department to write a grant to the George & Francis Ball Foundation that was funded 100% to fund these activities. Roger Overbey moved to enter into Professional Services Agreement with Soil and Materials Engineer's, Inc. as presented. David Miller provided the second. Motion passed by voice vote.
8. **Board to authorize Community Development to enter into FY2014 HUD Public Service contract with A Better Way:** Kelly Harless came forward to present public service contract with A Better Way they will provide a safe, emergency shelter will be provided to approximately 140 women and 110 children over the 12 month period, nearly all of whom are low-to-moderate-income individuals. In addition to the shelter facility and utilities; food, personal products, telephone and other necessary items are provided. Around-the-clock staffing is necessary as a 24-hour crisis line is offered, the shelter facility must be monitored and often staff must meet victims at the police station to conduct intake interviews in the middle of the night. Transportation will be provided by way of agency vans. Staff people conduct intake interviews and assessments of women and children who come into the residence shelter. Victim advocacy, support groups and individual education sessions will be provided. Case management is also provided, which includes completion of the Family Development Matrix. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$15,000. David Miller moved to enter into contract with A Better Way as presented. Roger Overbey provided the second. Motion passed by voice vote.
9. **Board to authorize Community Development to enter into FY2014 HUD Public Service contract with BRIDGES Community Services:** Kelly Harless came forward to present public service contract with Bridges Community Services the Sub-recipient shall provide support to eliminate homelessness in the Muncie area consisting of: emergency & transitional housing, senior citizen employment program, supportive services for Veteran families, rolling deposit program, low income rental opportunities & first time home buyers program and be a designated central point of access. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$25,500. David Miller moved to enter into contract with Bridges Community Services as presented. Roger Overbey provided the second. Motion passed by voice vote.
10. **Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Roy C. Buley Community Center:** Kelly Harless came forward to present public service contract with Roy C. Buley Community Center the Summer Kaleidoscope 8-week program will focus on educational and recreational opportunities for its youth through Science, Arts, Reading, Nature, Sports and Recreation, Math and Community Activism. By using an inquiry or exploratory approach, children will learn how to ask questions, make observations, analyze data and solve problems. They will also be a part of learning how a community service project works from start to finish. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$5,000. David Miller moved to enter into contract with Roy C. Buley Community Center as presented. Roger Overbey provided the second. Motion passed by voice vote.
11. **Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Greater Muncie, IN Habitat for Humanity:** Kelly Harless came forward to present public service contract with Greater Muncie, IN Habitat for Humanity the Sub-recipient will provide partner family program services such as: marketing/recruitment of families, monthly informational meetings for the public, interview/selection of families, homeowner education courses/materials, tracking and coaching of partner family goals and progress, mortgage writing services, pre/post purchasing counseling, and land/property acquisition. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$8,000. David Miller moved to enter into contract with Greater Muncie, IN Habitat for Humanity as presented. Roger Overbey provided the second. Motion passed by voice vote.

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- 12. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Motivate Our Minds, Inc:** Kelly Harless came forward to present public service contract with Motivate Our Minds, Inc. for the MOMs Main Program the Sub-recipient shall provide a top level educational enrichment program for any child with an interest and a need in grades 1 – 8. Three academic semesters (fall, spring, and summer) will focus on improving math & reading skills. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$17,000. David Miller moved to enter into contract with Motivate Our Minds, Inc., as presented. Roger Overbey provided the second. Motion passed by voice vote.
- 13. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Open Door Health Services, Inc:** Kelly Harless came forward to present public service contract with Open Door Health Services, Inc. for the Health Care for the Uninsured they shall provide primary and preventive health care services to the uninsured and underinsured. Patients will have access to a wide variety of services in addition to direct medical and dental care, including health education, nutrition and dietetic counseling, assistance obtaining prescription medications, assistance applying for programs such as Hoosier Health wise, SNAP, TANF, and Access to a social worker. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$17,500. David Miller moved to enter into contract with Open Door Health Services, Inc., as presented. Roger Overbey provided the second. Motion passed by voice vote.
- 14. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with PathStone Housing Corporation of Indiana:** Kelly Harless came forward to present public service contract with PathStone Housing Corporation of Indiana for the Housing Counseling & Education they shall provide homeownership counseling, education and financial assistance to low/moderate income families purchasing homes in the City of Muncie. Participants are required to attend an information session through which they will learn about the different programs that PathStone provides and guidelines to participate. Participants will receive eight hours of group face to face education where they will learn step by step the process of budgeting and credit building, shopping for a home, how to look for a house, importance of a whole house inspection, how to apply for a loan, predatory lending, what to expect at the closing, and life as a homeowner. Participants may also take advantage of PathStone's online education course through eHome America. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$24,000. David Miller moved to enter into contract with PathStone Housing of Indiana as presented. Roger Overbey provided the second. Motion passed by voice vote.
- 15. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Ross Community Center Inc:** Kelly Harless came forward to present public service contract with Ross Community Center, Inc. for the Senior Citizen Outreach they will engage senior citizens within the neighborhood and encourage them to become more social active and to participate in a host of programs at the Center. Such as: euchre club, bingo, health fair, holiday extravaganza, and "Coffee Break". By activating those seniors who are isolated will not only raise their quality of life, but will likely also maintain their functionality and physical health. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$1,000. David Miller moved to enter into contract with Ross Community Center, Inc., as presented. Roger Overbey provided the second. Motion passed by voice vote.
- 16. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Muncie Delaware County Senior Citizens Center, Inc:** Kelly Harless came forward to present public service contract with Muncie Delaware County Senior Citizens Center, Inc. for the Senior Center they will provide health, recreation, education, and welfare resources, and will serve as a clearinghouse of information regarding FSSA and other programs to area citizens. The sub-recipient also engages the social needs of our area seniors which improves their quality of life. Activities may include: health fair, flu shots, free legal advice, tax-aid, chess club, euchre, dances, bingo, support groups, knitting classes, and strength training. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$18,000. David Miller moved to enter into contract with Muncie Delaware County Senior Citizens Center, Inc., as presented. Roger Overbey provided the second. Motion passed by voice vote.
- 17. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with Muncie Police Department -Victim Advocate:** Kelly Harless came forward to present public service contract with Muncie Police Department – Victim Advocate for the Victim Advocate Program they shall work with clients through all aspects of the criminal justice system to ensure that victim's rights are respected and acknowledged in accordance to witnesses and victims of violent crimes through referrals, advocacy and support in order to lessen the trauma of the victimization. Clients are kept informed on the status of their cases so they do not feel "lost" or "ignored" in the justice system. This process begins at the time the crime is reported and continues throughout the prosecution, sentencing and appeal stages. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$18,000. David Miller moved to enter into contract with Muncie Police Department – Victim Advocate as presented. Roger Overbey provided the second. Motion passed by voice vote.

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- 18. Board to authorize Community Development to enter into FY2014 HUD Public Service contract with YWCA of Muncie:** Kelly Harless came forward to present public service contract with YWCA of Muncie for the Emergency Shelter they will provide emergency shelter for women and women with children who are in a crisis and need immediate shelter 24/7/365. A Shelter Specialist will live on-site in order to provide services round-the-clock and monitor the care of the individuals residing in the emergency area of the facility. The sub-recipient will also provide case management to all individuals in the shelter, working with them on goal-setting, program recommendations and other assistance as needed. Services of the Sub-recipient shall start on the 1<sup>st</sup> day of June 2014 and end on the 31<sup>st</sup> day of May, 2015. Total amount to be paid by CD under this Agreement shall not exceed \$16,000. David Miller moved to enter into contract with YWCA of Muncie as presented. Roger Overbey provided the second. Motion passed by voice vote.
- 19. Acceptance of Quotes for 2014 Pavement Striping:** Duke Campbell, Street Superintendent presented three quotes for Traffic Lane, Bicycle Lanes and Overall Striping throughout the City.

Traffic Paint	Item Prop.	Accurate Striping PO Box 35 Yorktown, IN	GridLock Traffic 6400 Massachusetts Ave. Indianapolis, IN	Road Safe Traffic 3122 Olympia Dr. Lafayette, IN 47909
Solid Double 4" lane line	LFT.	.18	.40	.20
Skip & Solid Double 4"	LFT.	.18	.30	.20
Skip Single 4" lane line	LFT.	.09	.20	.12
Solid Single 4" Lane Line	LFT.	.10	.20	.12
Solid Single 4" Edge Line	LFT.	.09	.20	.12
Parallel Parking Stall	Each	4.50	30.00	25.00
4" Angle Parking Stall	LFT.	.15	1.00	1.25
Standard Turn Arrow	Each	34.00	100.00	45.00
18" Stop Lines	LFT.	2.08	6.00	1.95
6" Pedestrian Crossing Lines	LFT.	.16	2.00	1.88
Standard R.R. Approach	Each	45.00	400.00	250.00
Bicycle Symbols	Each	30.00	100.00	85.00
Price for each Mobilization		No added charge	1,600.00	1,500.00
<b>Thermoplastic</b>				
Solid Double 4" Lane Line	LFT.	.68	1.00	.96
Skip & Solid Double 4"	LFT.	.40	.75	.96
Skip Single 4" Lane Line	LFT.	.40	.50	.48
Solid Single 4" Lane Line	LFT.	.40	.50	.48
Solid Single 4" Edge Line	LFT.	.40	.50	.48
Standard Turn Arrow	Each	85.00	150.00	.89
18" Stop Lines	LFT.	4.95	9.00	7.96
6" Pedestrian Crossing Lines	LFT.	.75	3.00	1.99
Standard R.R. Approach	LFT.	325.00	600.00	595.00
Price for Each Mobilization	Each	No added charge	2,400.00	1,500.00

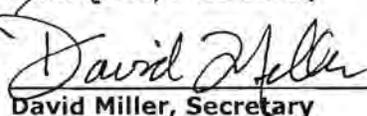
Duke Campbell, Superintendent Department of Public Works recommended board to accept the quote from Accurate Striping they are the lowest on unit prices and there is no charge for mobilization. Roger Overbey moved to accept quote from Accurate Striping as recommended by Duke Campbell. John Quirk provided the second. Motion passed by voice vote.

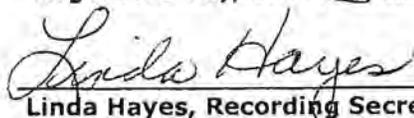
- 20. Noise Exemption Authorization Application from Clancy's Village Bowl 4805 N. Wheeling Avenue:** Josh Wooten came forward to present their noise exemptions for Thursday Evenings from 8:00 p.m. to 11:00 p.m. on Aug. 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup> Sept. 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup> & 25<sup>th</sup> Saturday Evenings from 7:00 p.m. to 11:00 p.m. on Aug. 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup> Sept. 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup> & 27<sup>th</sup> for Live entertainment on Patio. David Miller moved to approve both noise exemptions as presented. Roger Overbey provided the second. Motion passed by voice vote.
- 21. Frank Weyl 701 N. Brentwood Lane:** This week there was an interesting article in the newspaper about a roof for this building, quoting \$600,000.00 to do the roofing have you had any input yet from that? President John Quirk responded "No". Mr. Weyl commented that he would hope that they would have a professional examination of the roof, the roof should have a 50 year guarantee, and this building is not that old. They should be able to repair it, just wanted to see how we were progressing to address that. It hadn't come to you yet, so we are not addressing. President John Quirk responded that is correct.
- 22. Adjournment:** David Miller moved to adjourn meeting, meeting adjourned at 9:21 a.m., Roger Overbey provided the second. Motion passed by voice vote.

Board of Public Works and Safety

  
John Quirk, President

  
Roger Overbey, Vice-President

  
David Miller, Secretary

  
Linda Hayes, Recording Secretary