

BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

1. Time & Place
2. Nomination of Officers
3. Members Present
4. Minutes
5. Register of Claims
6. Audrey Jones, Controllor presenting Partnership Agreement between Muncie Downtown Development Partnership and the City of Muncie for Year 2014
7. Street Closing & Procession Application from Don Ford, Muncie Mission "Walk a Mile in My Shoes"
8. Lane Restrictions Southbound only between University Avenue & North Street Only beginning January 13, 2014 as well as Sidewalk Closure on University Avenue between Martin & Dill
9. Temporary Parking Request from BSU Art Museum 2021 N. Riverside Avenue
10. Demolition Change Order #1 2102 S. Mulberry Street
11. Arron Kidder, Mayor's Office presenting Supplemental Contract with R.W. Armstrong & Associates
12. Arron Kidder, Mayor's Office presenting documentation from R. W. Armstrong who was bought by CHA releasing their rights.
13. Yvonne Thompson, Director of Muncie Human Rights Commission – Job Fair
14. Duke Campbell, Superintendent Department of Public Works – Solicitation of Quotes for Three Snow Plows & Equipment for Existing Pickups in our fleet
15. President John Quirk
16. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
JANUARY 8, 2014 MINUTES

1. Board of Public Works and Safety, City of Muncie, State of Indiana, met in the City Hall Auditorium, at 9: A.M.
2. **Board Members Present:** John Quirk, Roger Overbey, David Miller
3. **Nomination of Officers:**

Nomination for President: Roger Overbey nominated John Quirk as President. David Miller provided the second. Motion passed with 2 Ayes and John abstained.

Nomination for Vice-President: John Quirk nominated Roger Overbey as Vice-President. David Miller provided the second. Motion passed with 2 Ayes and Roger abstained.

Nomination for Secretary: Roger Overbey nominated David Miller as Secretary. John Quirk provided the second. Motion passed with 2 Ayes and David abstained.
4. **Approval of Minutes from the December 18th, 2013 Meetings:** Correction item #16 reads ~~Marty Campisi~~ moved to adjourn, it should read **Roger Overbey moved to adjourn**. Roger Overbey moved to amend minutes for December 18, 2013. John Quirk provided the second. Motion passed by voice vote.
5. **Register of Claims:**

Audrey Jones, City Controllor presented **EFT** Payments to IU Health, Canarx Service and Mutual Bank **3 Records** for payment on December 20, 2013 for a total amount of **\$362,102.68** Roger Overbey moved to approve EFT payments as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controllor presented the Board of Works claims for payment on December 20, 2013 there are **6 Records** for a total amount of **\$256.72** Roger Overbey moved to approve Board of Works claims as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controllor presented the Community Developments Claims for payment on December 20, 2013 there are **6 Records** for a total amount of **\$4,797.00** Roger Overbey moved to approve community development's claims as presented. ~~Marty Campisi~~ provided the second. Motion passed by voice vote. *John Quirk*

Audrey Jones, City Controllor presented **EFT** Payments to First Merchants Trust, Regions Ban, The Bank of New York Trust, IU Health Plans, Canarx **5 Records** for payment on December 20, 2013 for a total amount of **\$1,014,358.38** Roger Overbey moved to approve EFT payments as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controllor presented **EFT** Payments to IU Health Plans **1 Records** for payment on January 3, 2014 a total amount of **\$273,048.18** Roger Overbey moved to approve EFT payments as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controllor presented the Board of Works claims for payment on January 3, 2014 there are **103 Records** for a total amount of **\$505,415.44** Roger Overbey moved to approve Board of Works claims as presented. John Quirk provided the second. Motion passed by voice vote.

Audrey Jones, City Controllor presented the Board of Works claims for payment on January 3, 2014 there are **3 Records** for a total amount of **\$253.50** Roger Overbey moved to approve Board of Works claims as presented. John Quirk provided the second. Motion passed by voice vote.

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Audrey Jones, City Controller presented **EFT Payments to First Merchants Trust & Regions Ban 3 Records** for payment on January 10, 2014 a total amount of **\$124,951.30** Roger Overbey moved to approve EFT payments 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 January 10, 2014 there are **324 Records** for a total amount of **\$619,819.69** 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 Developments Claims for payment on January 10, 2013 there are **12 Records** for a total amount of **\$19,819.17** Roger Overbey moved to approve community development's claims as presented. ~~Marty Campisi~~ *John Quirk* provided the second. Motion passed by voice vote.

- 6. Audrey Jones, Controller presenting Partnership Agreement between Muncie Downtown Development Partnership and the City of Muncie for Year 2014:** Audrey Jones, Controller presented agreement between the City of Muncie and Muncie Downtown Development Partnership a non-for-profit organization 501(C) 3 organization supported by public and private partnerships. The purpose of this Partnership Agreement is to promote, develop, manage and market the downtown area. Terms of agreement is shall be for a period of one (1) year commencing on the 1st day of January 2014 and ending on the 31st day of December 2014. The Mayor has pledged \$120,000 of EDIT money to MDDP. Roger Overbey moved to enter into agreement as presented. John Quirk provided the second. Motion passed by voice vote.
- 7. Street Closing & Procession Application from Don Ford, Muncie Mission "Walk A Mile in My Shoes":** Don Ford came forward to present his street closing for their 10th Annual Walk A Mile in My Shoes" on Saturday, February 8, 2014 from 9:15 a.m. to 9:20 a.m. leave from Muncie Fieldhouse west on Wysor to Franklin, south on Franklin to Howard, west on Howard to Liberty, south Liberty to Memorial Drive. **Rain Date 2-15-14** Application has been approved by Steve Stewart, Muncie Chief of Police and Eddie Bell, Muncie Fire Chief. Roger Overbey moved to approve street closing application for Muncie Mission as presented. John Quirk provided the second. Motion passed by voice vote.
- 8. Lane Restrictions Southbound only between University Avenue & North Street Only beginning January 13, 2014 as well as Sidewalk Closure on University Avenue between Martin & Dill:** Duke Campbell, Superintendent Department of Public Works came forward and requested approval to close the northbound lane of Martin Street from North Street to University Avenue beginning January 13, 2014 until July 13, 2014 as well as closing the sidewalk areas found construction of Village Promenade (Housing Complex). Roger Overbey moved to approve lane closure and sidewalk closures as presented. John Quirk provided the second. Motion passed by voice vote.
- 9. Temporary Parking Request from BSU Art Museum 2021 N. Riverside Avenue:** BSU Art Museum is requesting permission to park in a no parking zone for **January 8, 2014** from 11:00 am. to 2:00 p.m. for 20 vehicles parking on Warwick Road west side north of Riverside Avenue for an Art Meeting. BSU Art Museum is requesting permission to park in a no parking zone for **March 20, 2014** from 11:00 am. to 2:00 p.m. for 20 vehicles parking on Warwick Road west side north of Riverside Avenue for an Art Meeting. Roger Overbey moved to approve both temporary parking dates as presented. John Quirk provided the second. Motion passed by voice vote.
- 10. Demolition Change Order #1 2102 S. Mulberry Street:** Gretchen Cheesman, Community Development Office presented change order for Rebuilding Our Community, as part of our demolition specifications we require that retaining walls be removed, because if we don't remove them they will generally fall onto the city sidewalk if not already. This property had a little tiny basement and so usually they just push the dirt behind the retaining wall into the basement and use it to fill the basement. But there was too much dirt for that, so we had to pay the contractor to remove the extra dirt. Original Contract Amount \$9,060.00 change order amount \$945.00 Revised Contract Amount of \$10,005.00 Roger Overbey moved to approve change order as presented. John Quirk provided the second. Motion passed by voice vote.
- 11. Arron Kidder, Mayor's Office presenting Supplemental Contract with R.W. Armstrong & Associates:** Aaron came forward to present Supplemental Contract between the City of Muncie and R. W. Armstrong & Associates is the engineer and consulting firm that is working on the Walnut & Riggins round-a-bout project which is a federally funded project. Changes in FAA guidelines required more airport coordination with the engineering firm. Roger Overbey moved to enter into supplemental contract as presented. John Quirk provided the second. Motion passed by voice vote.
- 12. Arron Kidder, Mayor's Office presenting documentation from R. W. Armstrong who was bought by CHA releasing their rights:** Arron reported that R. W. Armstrong an engineering firm that the city is working with on several engineering projects and road projects has recently been bought out by a company called CHA. As the current contracts between the City and R.W. Armstrong what we have here is consent of assignment contracts. Instead of between the City and R. W. Armstrong it will be between the City and CHA. Roger Overbey moved to enter into agreement as presented. John Quirk provided the second. Motion passed by voice vote.
- 13. Yvonne Thompson, Director of Muncie Human Rights Commission –** Yvonne came forward and made an announcement of a Job Fair that will take place January 20, 2014 from 10:30 a.m. to 1:00 p.m. BSU Student Center. We have the Muncie Police and Muncie Fire Department as well as Element (former Sherry Labs). Duke Campbell this is a great opportunity because we don't have

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many minority contracts that bid on city work, this is our way of reaching out and let them know what they need to do and what paperwork they need to fill out with Yvonne and get onto the list of contractor's that we contact, just another way to get the word out.

- 14. Duke Campbell, Superintendent Department of Public Works – Solicitation of Quotes for Three Snow Plows:** Duke Campbell came forward and reported that this last snow storm was taxing on all of us; we have three four wheel drive pick-up trucks that do not have plows on them. I hate to see those trucks sitting and not being used, they are nice trucks, we have one 4x4 truck with a plow on it. Supervisor, Donnie Wright has been instructed to get some quotes together for three plows. I would like to do this in a hurry, I feel like waiting a week especially with all the other demands from people around the Midwest may delay us from getting what we need. If I get three quotes and have Board of Works authority to go with the lowest and best could that be arranged before weeks meeting. President Quirk reported that you will need to wait to get approval at next week's meeting.
- 15. President John Quirk** wanted to publicly thank Duke Campbell and his crew for the unbelievable job they did with the removal of snow. I know it was hours upon hours of work and the City of Muncie appreciate it and I appreciate it, they did a wonderful job with the amount of snow and the temperatures. Thank you Duke.
- 16. Adjournment:** Roger Overbey moved to adjourn meeting, meeting adjourned at 9:40 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



David Miller, Secretary



Linda Hayes, Recording Secretary