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BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

1. Time & Place
2. Pledge of Allegiance
3. Members Present
4. Approval of the Minutes for the May 5, 2021
5. Consideration Register of Claims
6. Street Closure Request
7. Contract Approval Request
8. Muncie Monuments Project Quotes
9. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
May 19th, 2021 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. **Roll Call Members Present:** Linda Gregory - Ted Baker - Lola Mauer
4. **Approval of the Minutes for the May 12, 2021 Minutes:** President Gregory entertained a motion to approve. Lola Mauer moved to approve minutes from the May 12, 2021 meeting as printed. Ted Baker provided the second. Motion passed by voice vote. Lola Mauer abstained from voting.
5. **Register of Claims:** Craig Wright, City Controller brought forth attention to items on **Page # 1 thru 19** you will see all departments have claims in Health Insurance with varying amounts, some small some large (Fire Dept. \$460,667.21) with all totaling **\$1,513,163.10**, this is for Jan. Feb. Mar. health insurance. **Page #2 \$8,333.33** Beasley & Gilkison monthly retainer. **Page #5 \$4,359.43 x2** Hillcroft Services March and April janitorial services at City Hall. **Page #11 \$2,000.00** Parks 3rd and 11, Inc. consulting for the parks summer program football camps and programs for the youth. **Page #16 \$11,282.50** Vandewalle & Associates Central City Project work. **Page #17 \$15,909.16** PathStone Corporation CDBG rehab program.

President Gregory asked if the amount for the health insurance claims is for the premiums. Wright confirmed that is correct. Wright asks if there are any other questions. No questions brought forth. President Gregory entertained a motion to approve. Ted Baker moved to approve register of claims **308 Records** for a total amount of **\$564,649.54** as presented. Lola Mauer provided the second. Motion passed by voice vote.
6. **Street Closure Request:** Jeff Robinson, City Council District 2, came forward with a request to close Madison Street between Jackson & Main on Sunday, May 23, 2021 from 2:00 p.m. to 3:00 p.m. The event taking place is an Observance for the passing of Hurley Goodall, a former Civil Rights Activist and State Representative. Goodall was the City of Muncie's first black firefighter. The event will take place at Fireman's Park and the Fire Department wishes to do last call for Mr. Goodall. Application is complete with Muncie Fire Chief and Muncie Police Chief Signature. President Gregory entertained a motion. Ted Baker moved to approve street closure. Lola Mauer provided the second. Motion passed by voice vote.
7. **Contract Approval Request:** Brian Stephens-Hotopp, City Engineer informs the Board that the Street Department has been working to improve project bidding and quote submission through an online format. Hotopp has been working with RequestCDN.com to provide a platform at no cost to the City and paid for by contractors. The contractor can submit their bid or quote for \$15.00 per download for each project, they are interested in submitting. The website allows the Street Department to track bidders, send agenda, construction documents, and offers technical support to users. Hotopp asks for board input and approval. President Gregory entertained a motion. Ted Baker moved to approve contract as presented. Lola Mauer provided the second. Motion passed by voice vote.

City Engineer explained currently, the contractor pays a \$100.00 fee for a hard copy of their bid so the website would be cheaper. Gregory added the site also allows contractor to submit proposed and eliminates need to send via US mail service lowering costs.

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8. **Muncie Monuments Project Quotes:** Brian Stephens-Hotopp, City Engineer informed the Board that they have attempted to ask for quotes on two different occasions and due to the complexity of the project, they are unable to receive quotes as a bundle package. The bundle would have included reconstructing the foundation work and reconstruction combined. They have therefore separated the project into two separate contracts that would include one building the foundation and the other the actual reconstruction of the materials. Two quotes have been presented and Hotopp stated that due to the difficulty in obtaining quotes, they are below the threshold that requires formal submitted to Board. Broady-Campell submitted a quote of \$26,700.00 for Monument construction and Pridemark Construction has submitted a quote of \$14,882.00 for the foundation work. Both projects will be funded from Fund 218 that includes road projects. President Gregory entertained a motion. Lola Mauer moved to accept both quotes. Ted Baker provided the second. Motion passed by voice vote.
9. **Adjournment:** There being no further business President Gregory adjourned meeting at 9:18 a.m.

We will meet next Wednesday, May 26, 2021

Board of Public Works and Safety


Linda Gregory, President


Ted Baker, Secretary


Lola Mauer, Vice-President


Linda Hayes, Recording Secretary