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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 July 21, 2021
5. Register of Claims
6. Contract Award for Street Paving
7. Open Request for Proposals for Urban Fishing Area
8. Street Closing Applications for Ball State University Home Football Games
9. Renewal of Residential Handicapped Parking for Grace Chang 1015 W. Wayne St.
10. Temporary Parking Request from Charles & Brenna Carroll 1116 N. Meadow Lane
11. Acceptance & Award to S.A. Boyce Corp for repairs to the exterior northwest concrete entry stairs and two wind walls on the Muncie City Hall Building
12. Demolition Change Order for 4324 S. Madison St.
13. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**July 28, 2021 MINUTES**

1. Board of Public Works and Safety, City of Muncie, State of Indiana, met in the City Hall Auditorium, at 9:01 A.M.
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Linda Gregory - Lola Mauer - Absent - Ted Baker
4. **Approval of the Minutes for the July 21, 2021:** President Gregory entertained a motion to approve. Lola Mauer moved to approve minutes from the July 21, 2021 meeting as printed. Linda Gregory provided the second. Motion passed by voice vote.
5. **Register of Claims:** Craig Wright, City Controller commented there is a few claims I would like to bring to your attention. **Page No. 5** Other Services & Charges **\$5,000** **Page No. 18** Muncie Police Dept. Pension Fund **death benefit \$12,000.** **Page No. 9** Police Public Safety **Superfleet MasterCard \$19,396.26** fuel for the month. **Page No. 14** Urban Forester Program **Davey Resource Group, Inc. \$28,556.44** plant a 1,000 trees. **Page No. 17** Edit Fund **GRT Glass Design Kaleidoscope Art Glass and Install bal. \$37,850.** **Page No. 18** Com. Dev. Cares Grant **YWCA of Muncie 2020 Jan to March 2021 \$30,835.15 2020 June - July 2021 \$14,050.73** **Page No. 18** Fire Pension Fund **Humana Insurance \$37,587.82** **Page No. 18** Police Pension **Humana Insurance Co. \$39,976.38** **Board of Works EFT's \$3,750,000** ARC Innovations this was on last week's claim as a check, a decision was made to wire the funds instead of a check, check was voided.

President Gregory entertained motion to approve this week's claims. Lola Mauer made motion to approve register of claims **286 Records** for a total amount of **\$4,134,398.35** as presented. Linda Gregory provided the second.

President Gregory asked if there were any further questions.

Lola Mauer asked on Page 11 the 5500 project for Tuhey. Craig Wright stated it is for the mulch all around Tuhey Park.

Linda Gregory asked that on Page 5 under Board of Works there is a line item for telephones for city council, they do not have phones. Craig Wright stated the funds are distributed on a spreadsheet throughout all departments. Linda Gregory asked if it would be cost effective to get away from splitting all utilities. President Gregory asked if there were any further questions. Motion passed by voice vote.

6. **Contract Award for Street Paving:** Brian Stephens-Hotopp, City Engineer, a list of several road sections that we received bids for is presented before you. DC Construction had a bid of \$1,439,119.33 and E & B Paving had a bid of \$2,436,770.97. We would like the Board to approve awarding the contract to DC Construction. Contract, notice of award, and notice to proceed for DC Construction with the bid of \$1,439,119.33. This will be paid out of fund 218 which if MVH 50% restricted fund, 50% by community crossing and 50% by MBH funds. President Gregory entertained a motion. Lola Mauer moved to approve. Linda Gregory provided the second. Linda Gregory asked for further questions or comments. Linda Gregory asked when this will begin. Brian Stephens-Hotopp stated it will proceed today, the completion for

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November 30<sup>th</sup> into next spring. Brian Stephens-Hotopp stated a pre-construction meeting is hoped to be scheduled soon. Motion passed by voice vote.

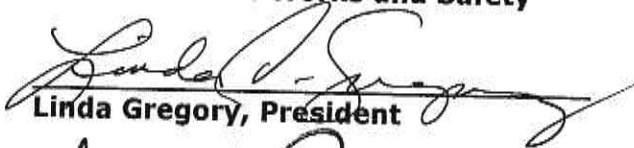
7. **Open Request for Proposals for Urban Fishing Area:** Mayor Ridenour spoke on behalf of the 6.5-acre new urban fishing area pond. Pond is located behind Dollar General and Speedway and near the new walking trail. Lola Mauer read an email from Context Design for \$59,635.00. Flatland Resources bid for \$281,625.42 includes a 50% contingency. Mayor Ridenour requested the request for proposals taken under consideration.
8. **Street Closing Applications for Ball State University Home Football Games:** Lt. David Bell, BSU Campus Police presented street closures for all Ball State University Home Football Games beginning Thursday, Sept. 2, 2021 from 4:00 p.m. to 9:00 p.m. And Saturday, September 25, 2021 from 11:00 a.m. to 5:00 p.m. and Saturday, October 2, 2021 from Noon until 5:00 p.m. and Saturday, October 23, 2021 from 11:30 a.m. to 5:30 p.m. and Wednesday, November 17, 2021 from 4:00 p.m. to 9:00 p.m. and Tuesday, November 23, 2021 from 4:00 p.m. to 9:00 p.m. We will close Tillotson Avenue between Bethel Avenue and McGalliard Road for the safety of pedestrians crossing Tillotson Avenue. President Gregory entertained a motion. Lola Mauer moved to approve street closure as presented for BSU Home Football Games. Linda Gregory provided the second. Motion passed by voice vote.
9. **Renewal of Residential Handicapped Parking for Grace Chang 1015 W. Wayne Street:** Linda from the Street Department reported that Mrs. Chang is just renewing her residential handicapped parking for another two years. President Gregory entertained a motion to approve. Lola Mauer moved to renew Mrs. Chang's residential handicapped parking for another two years. Linda Gregory provided the second. Motion passed by voice vote.
10. **Temporary Parking Request from Charles & Brenna Carroll 1116 N. Meadow Lane:** The Carroll's are requesting permission to park in a no parking zone for 24 hours each day beginning July 28, 2021 to August 28, 2021 for three vehicles. Brenna reported that we need permission to park on the street in front of our house (which is a no parking zone) in order to have the driveway to our home cleaned & sealed. This is a 2-day process and we will only need to park on the street for 2 days – but we need the permit to extend for several weeks in order to allow the contractor to fit it into their schedule, weather permitting. Brenna Carroll stated they would also like to address the process for residents who live on streets with no off street parking. The process for those residents for temporary park on the street is difficult and time consuming. This process is especially difficult when work needs to be done on older homes on the street. The process is stated to be filling out a form, delivering or mailing it to the Department of Public Works, being placed on the next Board meeting, and attending the meeting. This makes it difficult to schedule the work of the contractors. Brenna Carroll recommended that the Board and the City of Muncie make this process easier for those who live on streets with no street parking. President Gregory stated they will take it under advisement. Linda stated the process is fairly streamline as is, in terms of being physically present, someone could come in the place of the resident as long as it is arranged appropriately. President Gregory entertained a motion. Lola Mauer moved to approve temporary parking as requested. Linda Gregory provided the second. Motion passed by voice vote.
11. **Acceptance & Award to S.A. Boyce Corp for repairs to the exterior northwest concrete entry stairs and two wind walls on the Muncie City Hall Building:** Brian Stephens-Hotopp, City Engineer, stated there is a quote from S.A. Boyce Corporation for \$13,975. This will be paid out of fund 10119-4360235 the general fund for building maintenance and repairs. Prior to this week's claims there was \$82,241.23 left in the account. Brian Stephens-Hotopp asked for the Board's approval to award contract to S.A. Boyce Corp for the construction of the front steps located at the City Hall building. President Gregory entertained a motion to approve. Lola Mauer moved to approve. Linda Gregory provided the second. President Gregory asked for any further questions. Linda Gregory asked since there was only one quote, is this quote reasonable. Brian Stephens-Hotopp stated the budget was set for the \$30,000 range, so the bid is reasonable. Motion passed by voice vote.

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12. **Demolition Change Order for 4324 S. Madison Street:** Brad King, Community Development Office presented change order #1 for 4324 S. Madison Street. Brad explained that tires were disposed on the property as well carpet, and trash. BP2 presented change order to clean up of fenced in area located on back of lot of property line. Removal of chain-linked fence and clean up and disposal of all garbage and dumped debris. Contract Amount \$3,524.15 Change Order Amount \$700.00 Revised Contract Amount \$4,224.15 President Gregory entertained a motion. Lola Mauer moved to approve change order as presented. Linda Gregory provided the second. Motion passed by voice vote.
13. **Adjournment:** There being no further business President Gregory adjourned meeting at 9:26 a.m.

**We will meet next Wednesday, August 4, 2021**

**Board of Public Works and Safety**

  
Linda Gregory, President

  
Ted Baker, Secretary

  
Lola Mauer, Vice-President

  
Linda Hayes, Recording Secretary