

101

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 September 29, 2021
5. Register of Claims
6. Acceptance of Concrete Road Repairs and Sidewalk Repairs Bid
7. 2021 Public Service Contracts with Community Development
8. Street Closure Application from Jim Irwin, Underwood Machinery Transport, Inc.
9. FYI on the Ironman Event last weekend
10. Norfolk & Southern Railroad Crossing Closures
11. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
October 6, 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 – Lola Mauer – Ted Baker
4. **Approval of the Minutes for the September 29, 2021:** President Gregory entertained a motion to approve. Ted Baker moved to approve minutes from the September 29, 2021 meeting as printed. Lola Mauer provided 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 #17 \$29,729.31** CDBG Infrastructure Project reimbursement to street department. **Page#18 \$50,000** CDBG Infrastructure Project reimbursement to street department. **Page #18 \$25,000** front-loading for Greater Muncie Habitat for Humanity front funding. President Gregory asked what does front-loading mean. Sharolyn Watters, Community Development Office came forward to explain what front loading is for homeowner rehab and just allows them to get the process going and as they do projects, they send Com. Dev. the reimbursement information, they have money available, and they can work quickly. Craig Wright continued **Page #20 \$15,677.56** Star Financial Police vehicle payment. **EFT \$66,400.99** Alternative Service Concepts escrow billing for claims. **EFTS \$151,262.50** IU Health Plans. EFTS \$15,000 Alternative Service Concepts 2019 settlement wrongful arrest.

President Gregory entertained motion to approve this week's claims. Ted Baker made motion to approve register of claims **344 Records** for a total amount of **\$517,170.71** as presented. Lola Mauer provided the second. Motion passed by voice vote.
6. **Letter of Recommendation of Road Repairs and Sidewalk Repairs:** Donnie Wright, Department of Public Works presented letter as my review and recommendation of the bids for the repairs of the following approximate locations:
 - ↓ University Ave. & McKinley Ave, southeast side. Tear out the foundation, re-pour the section, and pin back to the existing.
 - ↓ 1606 W. University Ave. Removal of the approach to fix underground electrical, re-pour, and pin back to the existing.
 - ↓ University Ave. & Dicks St., southwest side. Remove foundation, remove entire section and repair. Pin back into existing. With the option to remove and replace the entire sidewalk section.
 - ↓ 2409 N Moors St. Remove panels, pour back in sections, and pin road back to existing road. In addition, pour rolled curb with each section.
 - ↓ 2409 N Moors St. Remove panels, pour back in sections, and pin road back to existing road. In addition, pour rolled curb with each section.
 - ↓ 2301 N Moors St. Remove panels, pour back in sections, and pin road back to existing road. In addition, pour rolled curb with each section.
 - ↓ 2114 N Marlborough Dr. Tear out, re-pour, and pin back to existing sections.

The Street Dept. contacted seven contractors to send bids on the above-proposed work, including Gibbs Construction, Pridemark Construction, 3D Construction, United Construction Services, JG Case Construction Inc., Delaware Construction and RA Myers Construction. Of the seven contractors that were contacted, the Street and Public Works Department received two bids for the above work from Gibbs Construction and JG Case Construction Inc.

BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

Gibbs Construction submitted a bid totaling \$63,332 for the base bid and totaling \$76,868 with the optional University and Dick's sidewalk.

JG Case Construction Inc. submitted a bid totaling \$77,191 for the base bid and totaling \$130,515 with the optional University and Dick's sidewalk.

The Street and Public Works Department would like the Board's approval to award the contract to Gibbs Construction for the above repairs including the optional work for a total \$76,868. This contract is expected to be completed this year and paid from Fund 218.

President Gregory entertained a motion. Lola Mauer moved to accept bid from Gibbs Construction as recommended by Donnie Wright. Ted Baker provided the second. Motion passed by voice vote.

7. 2021 Public Service Contracts with Community Development: Stephanie Hutchinson came forward with their 2021 Public Service Contracts there is no cost to the city as these funds 100% come from HUD:

1) A better Way Services, Inc.

Award Amount \$34,000 – The program centers around the provisions of shelter and services for persons who are homeless or at risk of homelessness due to domestic violence or sexual assault. CDBG funds will help to pay for staff trained in trauma informed care, to handle crisis calls, do intakes, offer emotional support and advocacy, provide transportation and other services to meet victim's needs. The staff will primarily cover shift on evenings, nights, weekends and holidays.

2) Alpha Center, Inc.

Award Amount \$14,450 – CDBG funds will defray the wage burden for the provision of activities, meeting nutritional needs of, and engagement needs of seniors who are low to very low income, may be cognitively impaired, living isolated or alone and may have physical impairments, but are not ready or do not desire institutionalization.

3) Christian Ministries of Delaware County.

Award Amount \$17,000 – Fund will cover payroll for coordinator and four-night managers to staff our Men's Emergency Sleeping Room. The Sleeping Room provides a place to stay each night for single, homeless men during the months of October through April. The men are able to shower, do laundry and have a hot meal for dinner and breakfast.

4) Greater Muncie IN Habitat for Humanity

Award Amount \$12,750 – Funds will be used to support the wages of the Activity Administrator salary. This position reviews all applicants for program activity eligibility.

5) Motivate Our Minds

Award Amount \$14,663.00 – Funds will be used to manage the cost of administering educational programs to empower and inspire Muncie's next generation of leaders. Supporting MOM with defraying the cost associated with the program growth will enable the hiring of professionals and the retention of the exemplary team of dedicated educators.

6) Muncie Delaware County Senior Center

Award Amount \$13,175 – The goal at the Muncie Delaware County Senior Center is to provide enrichment services to the citizens of Muncie ages 55 and up. Funds from the CDBG grant will go toward the Executive Director's salary. This position establishes networking opportunities within the community, schedule activities, programs and services, as well as the day-to-day operations of the center.

7) PathStone Corporation

Award Amount \$18,700 – The PathStone housing counseling project will provide homeownership, educations, access to financial assistance and referrals to services to address other housing concerns such as foreclosure. Services include but are not limited to 3 hours of tenant education taught by certified housing counseling staff, a volunteer hotline for access for access to trained tenant advocates, credit counseling, action plan development, referrals

103

BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

to eviction mediation & other services, and assistance with overcoming barriers to housing. Homeownership education and counseling includes group education sessions to prepare participants for owning a home and individual counseling to assist mortgage ready participants with home purchasing process. Services include but are not limited to eight hours of homebuyer education, credit counseling, action plan development, pre-purchase counseling, action plan development, pre-purchase counseling, and assistance obtaining a mortgage. Project funds will be used for eligible project administrative costs such as staff salaries, rent, utilities, supplies and for packaging admin of down-payment assistance for eligible homebuyers.

8) TeenWorks, Inc.

Award Amount \$12,750 – Funds will be used to support the wages of the teens in their 2021 Muncie Summer Program. The Teenworks Summer Program provides paid work-learn experiences, professional and life skills training, and career and college exploration to underserved teens in Delaware County that aspire to post-secondary success and career readiness. In 2021, the program will run from June 16 to July 23 and will serve 75 teens . Teens in the program are employed 4 days a week at a local nonprofit organization or business in teams of 10-13, with 1 day a week reserved for professional development training to include lessons on financial literacy, interviewing, resume building, soft skills, and more. Teenworks, Inc. collaborates with a variety of worksites such as landscaping, healthcare, coding, and construction. Teens are paid \$8/hour for up to so hours/week through the week program.

9) Urban Light Community Development Corporation

Award Amount \$5,100 – Funds will be used to defray a portion of the costs of the Executive Director salary. The Neighborhood Engagement Program focus is to collaborate with those who live and work in industry, South Central, and surrounding neighborhoods to build a stronger and more unified community. The Neighborhood Engagement Committee is comprised of neighbors from Industry, South Central and Thomas Park Avondale neighborhoods with key community stakeholders from Ivy Tech Community College and Open-Door Health Services. The Executive Director will work to manage the garden and take the lead on the residential engagement events held at the garden.

10) Whitely Community Council

Award Amount \$10,880 – As the only paid personnel, the Whitely Community Council leans heavily on its Executive Director position. The Executive Director is an advocate for the well-being and quality of life of Whitely residents. This is done through different programs: A neighborhood food pantry, toll borrowing program bill assistance program and committees that off neighborhood and family benefits through safety, education, and health initiatives all work to improve the quality of life in the Whitely area.

11) YWCA of Central Indiana

Award Amount \$28,645 – CDBG funds will offset a portion of the Chief Executive Officer Director salary. The CEO provides oversight to staff providing case management, housekeeping, advocacy programming, and data tracking of the Emergency Shelter and the C.O.T.S Stay Programs. The YWCA Emergency Shelter and C.O.T.S Stay Programs insure that quality of living conditions for clients in the program will be much improved. The Emergency Shelter Program is designed so that those serviced will have better access to services on-site and in the immediate area where other service providers are located, with an ultimate goal of safe and stable housing of their own.

President Gregory entertained a motion. Lola Mauer moved to approve public service contracts as presented. Ted Baker provided the second. Motion passed by voice vote.

- 8. Street Closure Application from Jim Irwin, Underwood Machinery Transport, Inc.:** Donnie Wright, Department of Public Works presented street closure for Underwood Machinery Transport for Monday, October 11, 2021 from 8:00 a.m. to 5:00 p.m. close Franklin Street between Charles St. & Adams St. For the safety of others as crane, work is being performed at IVY Tech Bldg. Muncie Chief of Police and Muncie Fire Chief have given their approval for the street closure. President Gregory entertained a motion. Ted Baker moved to approve street closing. Lola Mauer provided the second. Motion passed by voice vote.

BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

9. President Gregory commented just for the record I would like to acknowledge the fine achievement of our Mayor last Saturday in the Ironman 70.3 race. Ted Baker reported he made it and Linda Gregory commented he is slightly crazy. Craig Wright also reported that he volunteered on Saturday for the Ironman event. We had many very positive comments about the City of Muncie and the way they opened up their arms to the Ironman competitors and they were very much appreciative. The Mayor's accomplishment he finished in the top twenty, which is a huge achievement. President Gregory offered a compliment to all of those who volunteered it took many people doing many things to make one come off. Any idea if we will get another one Mr. Mayor. Ted Baker reported he saw the Ironman website it said 2022.
10. **Norfolk & Southern Railroad Crossing Closures:** The following railroad crossings will be closed to traffic:
- S. Madison Street** crossing between Fuson Road and the Walnut/Madison Street round a about on Wednesday, October 6, 2021 at 7:00 a.m. to 7:00 p.m. Saturday, October 9th, 2021. Railroad repairs to timbers, rails and resurface crossing.
- W. Memorial Drive** crossing between Liberty Street and Gharkey Street at the Muncie Post Office on Monday, October 11, 2021 at 7:00 a.m. to 7:00 p.m. Thursday, October 14, 2021. Railroad repairs to timbers, rails and resurface crossing.
- W. 8th St.** crossing between S. Council Street and S. Liberty Street on Wednesday, October 13, 2021 7:00 a.m. to 7:00 p.m. Saturday, October 16, 2021. Railroad repairs to timbers, rails and resurface crossing. Ted Baker moved to approve railroad closures as presented. Lola Mauer provided the second. Motion passed by voice vote.
11. **Adjournment:** There being no further business President Gregory adjourned meeting at 9:15 a.m.

We will meet next Wednesday, October 13, 2021

Board of Public Works and Safety


Linda Gregory, President

Ted Baker, Secretary


Lola Mauer, Vice-President


Linda Hayes, Recording Secretary