

**BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA**

1. Time & Place
2. Pledge of Allegiance
3. Members Present
4. Approval of the Minutes for July 24, 2024
5. Register of Claims
6. Professional Services Contract Approval – City Hall Vending
7. Office of Community Development – Contract Approval for partially HOME funded new construction of a single-family home to be sold to a low to moderate income homebuyer
8. Street Closure Application – Muncie OUTreach LGBTQ+ Center (August 31)
9. Street Closure Applications(s) – Ball State University Police Department, 2024 Home Football Games (September 7, October 5, October 26, November 5, and November 23)
10. Request Right of Way Approval of the Bell Subdivision Plat
11. Bid Opening – 2024 Community Crossings Matching Grant Paving
12. Requests for Proposals – Tillotson Pond Project Design/Build Services
13. Demo Bid Opening (third round) for 2024 – Office of the Building Commissioner
14. Office of Community Development McCulloch Park Lodge Window Contract Amendment
15. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
JULY 31, 2024
CLAIMS PACKET & MEETING MINUTES**

1. **Board of Public Works and safety, City of Muncie, State of Indiana, met in City Hall Auditorium, at 9:00 A.M.**
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Ted Baker – Lola Mauer – Linda Gregory
4. **Approval of the Minutes for July 24, 2024:** President Ted Baker entertained a motion to approve. Lola Mauer moved to approve minutes from the July 24, 2024 meeting as printed. Linda Gregory provided a second. Questions called. Motion passed by voice vote.
5. **Register of Claims:** Craig Wright, City Controller, wished to bring attention to a few claims:
 - ✓ Page 15 \$46,046.94 E&B Paving MVH Restricted 630.78 tons surface.
 - ✓ Page 21 \$37,159.46 Humana Insurance Fire Medicare Sup.
 - ✓ Page 21 \$36,024.82 Humana Insurance Police Medicare Sup.
 - ✓ EFT \$210,005.93 UMR

Linda Gregory moved to approve register of claims of **361 Records** for a total amount of **\$530,127.64** as presented. Lola Mauer provided a second. Questions called. Motion passed by voice vote.
6. **Professional Services Contract Approval – City Hall Vending:** Adam Leach, City Engineer, on behalf of the Mayor's office attests to this being a 4-year contract with FSSA which a company contracted with the state. They help people with disabilities, primarily blindness, and the contract is for keeping stock in the vending machines placed in City Hall. It is a follow-on of the state contract and that is about all he knows about it. Linda Gregory moved to approve the Professional Services Contract with FSSA. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
7. **Office of Community Development – Contract Approval for partially HOME funded new construction of a single-family home to be sold to a low to moderate income homebuyer:** President Ted Baker voiced tabling this until Community Development provides further information. No formal action is taken and item is Tabled.

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- 8. Street Closure Application – Muncie OUTreach LGBTQ+ Center (August 31):** Jeri Knowlton-Simard, Interim Executive Director of Muncie OUTreach, described a Muncie Pride Festival planned for August 31 on Canan Commons. Last year about 2,500 people attended and they are looking to close the same streets which were S. Walnut from Charles to the roundabout/or Seymour as well as S. Mulberry from Charles to the roundabout/or Seymour.

President Baker has one concern about the closure being from 8:00 AM to 9:00 PM and that's is people coming in from the south on Walnut Street having no way to get around downtown if Mulberry is closed. This is going to be a big detour so how will traffic be directed? Ms. Knowlton-Simard informed they plan to put signs up alerting the closure ahead of time but if needed they can put up signs letting people know where to go. The Board discussed that the reroute would take people to Liberty St and anyone coming in from out of town won't have a clue what to do or where to reroute.

Linda Gregory made the comment that perhaps 13 hours is too long to have Mulberry closed. Ms. Knowlton-Simard explained the reason they close it for so long is because they don't want people to park where they plan to have vendors. They are open to having the road closed for less time as they probably won't start setting up until Noon. President Baker relays if their concern is vending then he would rather they put up barriers/cones to block the vendors for safety. This is done at this particular location a lot for other events so maybe they can just rather say no parking. Ms. Knowlton-Simard claimed it would be a safety issue because many people attend this event, both vendors and attendees, and if the street isn't closed then they wouldn't adequately be able to visit all vendor locations safely. Gregory suggested keeping one (eastern) lane of traffic available to head north. President Baker assured the problem with that is they would need barriers all the way through that stretch to keep the other lane closed. Gregory believes that being better than having the road closed for 13 hours. Ms. Knowlton-Simard, not trying to be argumentative, questions the concern *now* when in the past there was no issue with the same streets being closed. President Baker claimed he was just reviewing the application and thought about people coming in from the south side of Muncie; if it were him, he wouldn't know what to do. It is just an all-day road closure on a Saturday that might be an inconvenience for other people and the Board just wanted to balance that with safety.

Laura Janney explained last year they were able to direct people down a road to Liberty; being unable to remember the name of the road but recalled its location right by the hotel between where The Star Press building used to be. President Baker was under the impression that would be the circumstance again but was just thinking of out-of-towners and other downtown vendors or businesses. Lola Mauer questioned if Mulberry is usually shut down for the other Thursday events held at Canan Commons. It isn't believed so. According to Janney, they plan to have 130 vendors and 6 food trucks which is going to take up that entire space. Lola Mauer stated approval from the Muncie Police Chief and Fire Chief have been obtained. Linda Gregory does not have a problem as long as they obtain adequate signage to direct people where to go. President Baker suggested getting with the Street Department but Adam Leach relayed that typically most people have to get a private vendor to provide any detour signs. He was only bringing up his concerns in reading the application and is okay with it since it has been approved by the Police and Fire Chief. The BOW only request is to close the street for the minimal amount of time possible, only when they will *really* need the closure. It will be very much appreciated. Questions called. Linda Gregory moved to approve the street closure and parade permit. Lola Mauer provided the second. Motion passed by voice vote.

- 9. Street Closure Applications(s) – Ball State University Police Department, 2024 Home Football Games (September 7, October 5, October 26, November 5, and November 23):** Chief Deputy David Bell, Ball State University Police Department, is here to request the street closures of Tillotson between McGalliard and Bethel on September 7, October 5, October 26, November 5, and November 23. These are all the same streets that have been closed in years prior. Indiana State Police will be at McGalliard and Tillotson and Muncie Police will be at Bethel and Tillotson. The closure is 3 hours pregame and opened once the game starts. They close it again at the end of the 4th quarter and open it as soon as traffic is done. They also leave it open for emergency vehicles and people are let people through at the traffic light if in route to the hospital or in the case of an emergency. They are very accommodating and staff the intersections the entire time. Lola Mauer moved to approve the street closure applications for the 2024 Ball State home football games. Linda Greogry provided the second. Motion passed by voice vote.

BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

10. Request Right of Way Approval of the Bell Subdivision Plat: Adam Leach, City Engineer, presented some drawings to the Board ahead of time and explained this is a plat approved by the Plat Committee of the Muncie Delaware County Metropolitan Planning Commission. Basically, this is just a 20 feet dedication of right of way on Manor Street. It matches other right of way around it so this is just evening it up. Linda Gregory moved to approve the right of way plat maps. Lola Mauer provided the second. Questions called. Motion passed by voice vote.

11. Bid Opening – 2024 Community Crossings Matching Grant Paving: Linda Gregory opened and verbally read one (1) bid that was received. Matter entered into the record and submitted for review. Taken Under Advisement.

<u>Company</u>	<u>Total Price</u>
E&B Paving	\$1,375,683.62

12. Requests for Proposals – Tillotson Pond Project Design/Build Services: Adam Leach, City Engineer, made note that these are requests for proposals so prices are not the only consideration. Since this is a design/build project it isn't fully designed so the actual end price is probably going to be different so the price quote is based on a concept drawing of what they think it will cost to a.) finish the design and b.) actually construct. Linda Gregory referred to the construction subtotal, total construction and total design and asked if she should read all 3 or just the total. Mr. Leach replied just the total. Linda Gregory opened and verbally read three (3) proposals that were received. Matter entered into the record and submitted for review. Taken Under Advisement.

<u>Company</u>	<u>Total Price</u>
J2 Design Studio	\$1,472,077.00
Flatland Resources	\$931,094.40
F.A. Wilhelm Construction	\$1,600,000.00

13. Demo Bid Opening (third round) for 2024 – Office of the Building

Commissioner: Linda Gregory opened and verbally read the eight (8) bids that were received. Matter entered into the record and submitted for review. Taken Under Advisement.

3 rd round 2024 Demo Bids		Company							
Structure Type	Address	Steve W. Shroyer Excavating & Demolition	Rescue Demolition	Simplicity Construction	JA Shroyer Group	Yarberry Companies	Newsome's Construction	Steen Building	Shroyer Solutions
Gorge	2120 E. Purdue	2,800	7,000	10,550	3,345	3,000	3,800	6,450	1,842
House & Overgrowth	2417 S. Hoyt	7,200	18,000	9,672	4,785	11,500	6,200	7,650	5,339
House	301 E. North St	13,600	19,000	15,392	12,210	15,000	8,300	-	9,624
House & Overgrowth	611 S. Council	18,000	21,000	17,600	11,450	14,800	9,200	-	12,289
House & Garage	3100 Westwood	6,500	12,000	9,608	4,880	8,000	6,800	6,750	5,132
Garage	1409 S. Brotherton	9,000	9,000	11,354	5,625	5,000	-	-	2,618
House & Overgrowth	909 W. Howard	6,980	17,000	9,632	6,715	8,800	7,600	-	6,320
House	2210 S. Grant St	6,900	13,000	7,488	4,600	6,500	7,000	6,450	5,789
House	1103 N Blaine	-	15,000	-	-	-	6,900	-	5,949
House & Debris	918 W. 1 st St	16,000	18,000	10,865	6,975	15,800	8,000	-	6,912
House, Garage & Debris	1005 N. Central Ave	7,400	19,000	12,056	5,700	9,600	5,100	6,350	6,991
	3309 E. 13 th St	6,990	16,000	7,216	5,265	8,000	6,000	-	5,837
Mobile Home	2202 S. Eaton Ave	4,400	8,000	7,816	2,970	8,000	3,900	-	2,918
Complete Demolition	500 W. Memorial Dr	3,800	7,000	12,160	3,785	5,000	5,150	4,550	3,862
House & Garage (Demo Started)	1103 W. 1 st St	13,000	20,000	12,480	7,110	11,000	7,950	-	7,941
House	125 W. 8 th St	8,500	18,000	9,744	4,735	10,000	7,300	-	6,879
Duplex	523 S. Proud	8,300	17,000	10,552	7,710	9,600	8,150	-	7,972
House	403 E. Willard	13,600	16,000	11,872	7,830	9,000	9,300	-	7,849
Duplex & Debris	111/113 W. 8 th St	6,480	14,000	8,464	4,340	8,000	9,700	-	3,641

14. Office of Community Development McCulloch Park Lodge Window Contract

Amendment: Nikita Adams, Office of Community Development, mentioned the McCulloch Park Lodge Project going on which includes renovations replacing all the shattered window glass. The first inspection on that was done in the summer of 2022 and since then there has been an additional panel of glass broken. This just adds that broken panel to the contract adding an extra \$300.07 bringing the total of \$23,700.07.

BOARD OF PUBLIC WORKS AND SAFETY
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Linda Gregory moved to approve the contract addition. Lola Mauer provided the second. Questions called. Motion passed by voice vote.

15. **Adjournment:** There being no further business President Ted Baker adjourned the meeting at 9:34 a.m.

We will meet next Wednesday, August 7, 2024

Board of Public Works and Safety


Ted Baker, President


Lola Mauer, Vice-President


Linda Gregory, Secretary


Lacey Jones, Recording Secretary