

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 March 3, 2021
5. Register of Claims
6. Innovation Connector Contract to administer Covid Small Business Grants
7. Public Works Construction Services Contract between the City of Muncie and Pridemark Construction "City Hall Lobby Renovation"
8. Agreement between the City of Muncie Board of Public Works & Safety and DC Construction Services for Improvements to Centennial Avenue beginning at the intersection of Elgin Street to Shire Road and Reconstruction of the Jackson Street and Riverside Avenue
9. Muncie Board of Public Works & Safety Resolution #03-2021, A resolution of Support Community Development and ARC of Indiana Foundation/Erskine Green Training Institute to apply for a public service grant from Indiana Office of Community and Rural Affairs
10. COVID Grant
11. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**MARCH 10th, 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 March 3, 2021 Minutes:** President Gregory entertained a motion to approve. Ted Baker moved to approve minutes from the March 3, 2021 meeting as printed. Lola Mauer provided the second. Motion passed by voice vote.
5. **Register of Claims:**

Craig Wright, City Controller reported there are a few claims I would like to bring to your attention on **Page 7** the claim of **\$40,412.40** monthly streetlights payment. The next two claims brought forth included **Page 18** a balance of **\$99,803.00** for the Muncie Cultural Trail Phase 1 payment to Landscape Architects and same page balance **\$42,175.32** payment for road salt.

President Gregory opened the floor to questions. Ted Baker questioned EFT payment listed for \$278,891.75 titled: Lawsuit Settlement and Legal Fees. Wright responded it concerns the Winkle cases. He assured case is nearing end and once the insurance reimbursement goes through, the Board will be notified accordingly.

Jerry Wise 326 W. Charles St. arose with questions regarding claims this week.

Wise inquired on further detail for **page 18** Road Salt. Brian Stephens-Hotopp clarified a budget of **\$170,000** was divided between the Muncie Sanitary District and the Street Department evenly. He then explained to date, there is \$100,000 left in budget and there is a minimum purchase amount per contract with the State. More salt would be purchased to satisfy contract and stored for the following year.

Wise proceeded to ask for clarifications on: **Page 15** (USI Insurance 4 installments-Commercial Properties Insurance); **Page 9** (\$3,200 Police Car Repair-Major Engine Repair); **Page 4** (\$16,082 Pridemark Construction – created accident from Building Commissioner to Progressive Rail); **Page 21** (\$10,000 Operation Fund COVID 19 Impact-Senior Citizens Urgent Operational Funds due to COVID Related Closure); and **Page 25** (\$6,600 Public Services-PPE Supplies and Furniture).

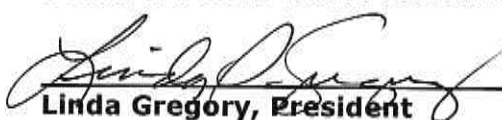
Wise adds no further questions. Gregory asks if there are any other questions.

President Gregory entertained a motion. Ted Baker moved to approve Board of Works claims 410 Records for a total amount of \$1,180,328.49 as presented and discussed. Lola Mauer provided the second. Motion passed by voice vote.

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6. **Innovation Connector Contract to administer Covid Small Business Grants:** Issue push to next week. Gretchen Cheesman, Community Development Director explained they are strategizing in ways to make contract less onerous on small businesses and will present after resolution is reached.
7. **Public Works Construction Services Contract between the City of Muncie and Pridemark Construction "City Hall Lobby Renovation":** Brian Stephens-Hotopp, City Engineer discussed the four quotes we received with all the required documentation and signatures and acknowledgement of addenda. I am recommending the board to award construction contract to Pridemark Construction for **\$55,800.00**. The city is awarding contract to Pridemark and funds will be taken from the Police Department for Security Improvements. Brian commented bid came under engineer's estimate of **\$68,000** and was the best outcome for the City. President Gregory entertained a motion. Ted Baker moved to approve contract as presented for Pridemark Construction as discussed. Lola Mauer provided the second. Motion passed by voice vote.
8. **Agreement between the City of Muncie Board of Public Works & Safety and DC Construction Services for Improvements to Centennial Avenue beginning at the intersection of Elgin Street to Shire Road and Reconstruction of the Jackson Street and Riverside Avenue:** Brian Stephens-Hotopp, City Engineer presented Bid Tab for the Centennial/Jackson Resurfacing Project. A brief overview of the Bid Tab was presented, and comment project is part of the Community Crossings Program funded by INDOT. All necessary bid documents were presented from all parties however, it was noted Morphe Construction's bid contained miscellaneous information not relevant to unit prices and descriptions. Stephens-Hotopp presented DC Construction as the lowest and most qualified bidder at **\$682,878.18** and will come out of fund 218-MVH 50% Restricted Funds. Funds include \$300,000 from the Community Crossings Grant and the rest from the Street Department. President Gregory entertained a motion. Lola Mauer moved to enter into contract with DC Construction Services as discussed. Ted Baker provided the second. Motion passed by voice vote.
9. **Muncie Board of Public Works & Safety Resolution #03-2021, a resolution of Support Community Development and ARC of Indiana Foundation/Erskine Green Training Institute to apply for a public service grant from Indiana Office of Community and Rural Affairs:** Gretchen Cheesman, Community Development Director explained the ARC of Indiana Foundation/Erskine Green Training Institute is applying for a grant to OCRA Indiana Office of Community and Rural Affairs which is essential community development block grant awarded the State of Indiana. The city is actually the applicant and they would be our sub-recipient to the grant and the city actually kind of acts as pass through. This resolution authorized Community Development to apply for this grant. The amount of the Grant is \$250,000.00 for increase mental health services for EGTI's clients. President Gregory entertained a motion. Lola Mauer moved to approve Resolution #03-2021 as presented and discussed. Ted Baker provided the second. Motion passed by voice vote.
10. **COVID Grant:** Gretchen Cheesman commented that a \$25,000 of the Grant was assigned to the Muncie Action Plan for items including: City Resilience Reporting, COVID Impact Data Collection, Incorporation of Long/Short Term Actions, and responding to impacts as they deal with econometrics within the City. Gregory entertained a motion to approve Funding. Ted Baker moved to approve. Lola Mauer provided the second. Motion passed by voice vote.
11. **Adjournment:** There being no further business President Gregory adjourned meeting at 9:23 a.m.

Board of Public Works and Safety

  
Linda Gregory, President

  
Ted Baker, Secretary

  
Lola Mauer, Vice-President

  
Linda Hayes, Recording Secretary