

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 August 11, 2021
5. Register of Claims
6. Bids for City-Owned Real Estate
7. TMap Contract – Mayor Ridenour
8. Red Carpet Inn Change Order
9. Memorandum of Understanding between City of Muncie and Delaware Advancement Corp
10. Memorandum of Understanding between City of Muncie and Cal Ripken, SR. foundation
11. Amendment to Path Stone Contract
12. Street Light Service Agreement
13. Contract Approval for Eco Rehab and Habitat for Humanity
14. Request to COVID Grant
15. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
August 18, 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 – Absent - Ted Baker
4. **Approval of the Minutes for the August 11, 2021:** President Gregory entertained a motion to approve. Lola Mauer moved to approve minutes from the August 11, 2021 meeting as printed. Ted Baker 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 3** and continued to **Page 4** payment of all four invoices from Hillcroft Services for janitorial services for four payments of **\$4,359.43**. **Page 8** Cal Ripken Sr. Foundation ARP youth park fund for **\$78,800**. **Page 8** for the Innovation Connector ARP restaurant funds distribution of **\$1,795,817.51**. **Page 9** for Commercial Recreation Group deposit on commercial parks playground equipment for **\$14,758.46**. **Page 13** two City of Muncie Edit funds July and August offset to general fund for **\$100,000**. **Page 13** TMap edit funds remote worker consulting campaign for **\$50,000**. **Page 14** to E & B Paving CDBG city street improvements for **\$52,765.95**. **Page 14** for Pridemark Construction CDBG Insideout roof repair for **\$102,864**.

President Gregory entertained motion to approve this week's claims. Lola Mauer made motion to approve register of claims **81 Records** for a total amount of **\$2,541,644.42** as presented. Linda Gregory provided the second. Jerry Wise on Page 4 a negative remaining balance. **Page 9** negative \$1700 for equipment repairs. Craig Wright stated both of these need some moving around, there has been a meeting on both. Motion passed by voice vote.

6. **Bids for City-Owned Real Estate:** Zane Bishop, Community Development Planner, resolution 2021-03 for disposition of two city owned properties. One bid for each of the properties, 214 W 5th for \$2,400 and 311 S Liberty for \$1,800. Reviewed both applicants and found that there were no other delinquent taxes on other owned properties. It is recommended to the Board for the approval of the transfer of the properties. President Gregory entertained a motion to approve. Lola Mauer moved to approve. President Gregory asked for any further questions. Linda Gregory asked for the procedure for determining whether a prospective bidder is up to compliance. Zane Bishop stated he reviewed the applicants by the County's database for any delinquent taxes, and also worked with the City Building Commissioner, Yorktown Building Commissioner, Delaware County Building Commissioner to make sure of no active violations. Linda Gregory asked if the right-of-way is ever checked. Zane Bishop stated they did check for these properties for that and he did not find anything. Linda Gregory asked that we shouldn't see any surprises in these transfers and that the correct research has been done. Zane Bishop stated he has done proper research on the transfer of property. President Gregory asked for any further questions. Motion passed by voice vote. Zane Bishop stated there are three properties left, one property may

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have some restrictions, and the other two should be available in September for open bids.

7. **TMAP Contract – Mayor Ridenour:** Dan Ridenour, Mayor, TMap is a marketing software and sales company that provides a service to help people to move to Muncie who would be remote workers. The software, the marketing, and services is paid for by the City. TMap expects we should have five within 120 days. Linda Gregory asked what kind of salaries should we expect. Mayor Ridenour stated the salaries ranged from \$62,000 to \$140,000.
8. **Red Carpet Inn Change Order:** Gretchen Cheeseman, Community Development, a change order is need to reduce the contract by \$4,500 so we would pay them \$3,500 to pay out the rest of the contract. The new contract amount would be \$187,500. President Gregory entertained a motion to approve. Lola Mauer moved to approve. Linda Gregory provided the second. Motion passed by voice vote.
9. **Memorandum of Understanding between City of Muncie and Delaware Advancement Corporation:** Mayor Ridenour stated we are in the process of taking a property we own and transferring it to DAC and then they will work out the agreement with the Gilman's for the Gilman store. President Gregory entertained a motion to approve. Lola Mauer moved to approve. Linda Gregory provided second. President Gregory asked for any further questions or comments. Motion passed by voice vote.
10. **Memorandum of Understanding between City of Muncie and Cal Ripken, Sr. Foundation:** Mayor Ridenour stated this is memorandum is between the City of Muncie and the Cal Ripken Sr. Foundation, they pick one city each year to come in and upgrade a baseball stadium. As it gets finalized it would be \$1.1 million improvement to the baseball field at McCulloch Park. President Gregory entertained a motion to approve. Lola Mauer moved to approve. Linda Gregory provided second. President Gregory asked for any further comments or questions. President Gregory asked what the time line for this is. Mayor Ridenour stated very quick, as soon as all five organizations are done using the field to start construction on October and have it ready for the spring. Motion passed by voice vote.
11. **Amendment to the Path Stone Contract:** Gretchen Cheeseman, Community Development, Path Stone has decided they do not want to do housing rehab anymore after many years. Path Stone was awarded \$200,000 in 2020 budget, and they will use \$110,000 and we will use \$90,000 of that. The purpose of the amendment is to reduce the amount from \$200,000 to \$110,000 and extend the deadline to the end of the year. President Gregory entertained a motion to approve. Lola Mauer moved to approve. Linda Gregory provided second. President Gregory asked for any further questions or comments. Motion passed by voice vote.
12. **Street Light Service Agreement:** Mayor Ridenour stated he and the City Engineer have been working together to get the street lights switched over to LED lights, the expense to change these is zero because of state funding. Mayor Ridenour is making this publicly known.
13. **Contract Approval for Eco Rehab and Habitat for Humanity:** Gretchen Cheeseman, Community Development, contracts for housing rehab services with Eco Rehab and Habitat for Humanity. Quarterly the home-owners that are qualified will be referred to Eco Rehab and Habitat for Humanity. The management service fee is a flat rate of \$750 per house paid by the City and then Eco Rehab or Habitat for Humanity will be reimbursed by the city.

President Gregory entertained a motion to approve the contract with Eco Rehab. Lola Mauer moved to approve. Linda Gregory provided second. President Gregory asked for any further questions or comments. Motion passed by voice vote.

President Gregory entertained a motion to approve the contract with Habitat for Humanity. Lola Mauer moved to approve. Linda Gregory provided second. President Gregory asked for any further questions or comments. Motion passed by voice vote.
14. **Request to COVID Grant:** Gretchen Cheeseman, Community Development, the Alpha Center is requesting an additional \$5,000 to their COVID grant for extra operating money. President Gregory entertained a motion to approve. Lola Mauer moved to approve. Linda Gregory provided second. President Gregory asked for any further questions or comments. Linda Gregory asked if other agencies needing

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additional funding. Gretchen Cheeseman stated not at this point, but as the pandemic continues we might and we have some funds left for that. Motion passed by voice vote.

- 15. Adjournment:** There being no further business President Gregory adjourned meeting at 9:30 a.m.

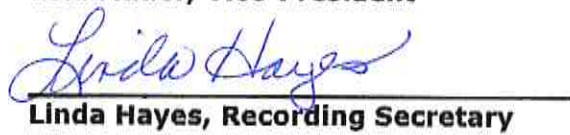
We will meet next Wednesday, August 25, 2021

Board of Public Works and Safety


Linda Gregory, President


Ted Baker, Secretary


Lola Mauer, Vice-President


Linda Hayes, Recording Secretary