MINUTES
MUNCIE COMMON COUNCIL
300 NORTH HIGH STREET
MUNCIE, INDIANA 47305

**MONDAY, MAY 18, 2020**

| **ROLL CALL:** | **PRESENT** | **ABSENT** |
|---|---|---|
| Aaron Clark | X | |
| Richard Ivy | X | |
| Troy Ingram | X | |
| Ralph Smith | X | |
| Jeff Robinson | X | |
| Ray Dudley | X | |
| Brad Polk | X | |
| Jerry Dishman | X | |
| Anitra Davis | X | |

**PUBLIC HEARING:** 7:00 P.M., VIA ZOOM TELECONFERENCE.

ORD. 12-20 AN ORDINANCE FOR ADDITIONAL APPROPRIATIONS (PARKS DEPARTMENT - $305,362).
No public comment.

ORD. 13-20 AN ORDINANCE FOR ADDITIONAL APPROPRIATIONS (POLICE DEPARTMENT - $289,556).

Nathan Sloan, Muncie Police Chief, (accompanied by Melissa Pease, Deputy Chief and Officer Chris Deegan, FOP President) explains the breakdown for the additional appropriations. There is a PERF Expense to cover retirement contributions, additional Clothing (which the $40,000 is supposed to cover their SWAT equipment they are purchasing) and additional appropriations for their clothing allowance, which is short. The other supplies that the department is looking at is roughly $5,500 for K9 equipment merchandise that is badly needed there to keep them operating appropriately. The $29,000 in Vehicle Maintenance is the push from last year's vehicle maintenance that was pushed into this year to be paid in 2020 that was across the board from 2019. The Capital Equipment is one of the new (inaudible) money to output that, along with a little bit of money from unbudgeted PERF that was also put in there.

ORD. 14-20 AN ORDINANCE FOR TRANSFER OF APPROPRIATIONS (GENERAL FUND – CURRENT: $24,845,429. PROPOSED: $24,840,461. NET CHANGES: $4,968).

Trent Conway, City Controller, explains that this an ordinance that will transfer appropriations between departments within the General Fund. As it may be already known, there was not a 2020 budget passed last year so the city reverted back to 2019. That caused some obvious issues with pay raises that were given at the end of 2019. This is just to move money between departments to account for any of those changes and any other operational changes that needed to happen. The Mayor and Mr. Conway met with all departments that have budgets within the General Fund to get input from them and they have all agreed upon what was brought in front of the council today.

President Polk closes the Public Hearing.

**REGULAR MEETING:** 7:30 P.M., VIA ZOOM TELECONFERENCE.

**PLEDGE OF ALLEGIANCE:** Led by Councilman Smith.

| **ROLL CALL:** | **PRESENT** | **ABSENT** |
|---|---|---|
| Aaron Clark | X | |
| Richard Ivy | X | |
| Troy Ingram | X | |
| Ralph Smith | X | |
| Jeff Robinson | X | |
| Ray Dudley | X | |
| Brad Polk | X | |
| Jerry Dishman | X | |
| Anitra Davis | X | |

**ORDINANCES PREVIOUSLY INTRODUCED:**

ORD. 6-20 AN ORDINANCE FOR THE TRANSFER OF CASH.
A motion is made by Ivy and seconded by Ingram to Adopt as Amended.

Trent Conway, City Controller, does a brief refresher on this due to it being a while since the last time it was discussed. This ordinance is essentially going to close out a duplicative fund that the City had. There is Fund #621 which is the Insurance Surplus Fund and Fund #770 which is the Insurance Trust Fund. They both serve the same purpose and any insurance reimbursements that the City has been getting has been put into Fund #770, even though they necessarily don't make any insurance payments out of that fund right now. This is just an ordinance to combine those two funds. The Controller will be essentially closing Fund #770 and just using Fund #621 moving forward.

Council Attorney, Dan Gibson, asks for President Polk to clarify that this ordinance was amended in March. Polk reiterates the amendment was to the amount in the whereas section and it was a typo of $2,817,661.12 that was corrected to $2,821,511.12. Questions called.
A roll call vote showed 9 yeas and 0 nays. ADOPTED AS AMENDED.

ORD. 8-20 AN ORDINANCE OF THE CITY OF MUNCIE TO TRANSFER FUNDS (GENERAL FUND – POLICE/FIRE MERIT COMMISSION).
A motion is made by Ivy and seconded by Dudley to Adopt.

Trent Conway, City Controller, explains that earlier this year, the council approved Ord. 5-20 which created a separate department that essentially split the Police and Fire Merit Commissions. They were combined in one department and both departments had to utilize the funds within that department. So, the council voted to pass the splitting of the departments and this is essentially just splitting the appropriations 50/50 between the Police and Fire. Questions called.
A roll call vote showed 9 yeas and 0 nays. ADOPTED.

**NEW ORDINANCES:**

ORD. 12-20 AN ORDINANCE FOR ADDITIONAL APPROPRIATIONS (PARKS DEPARTMENT - $305,362).
A motion is made by Davis and seconded by Clark to Introduce.

Carl Malone, Parks Superintendent, states this pertains to two vehicles. The Parks Department is in great need of having some mobilization in regards to trash pick-up. Currently, they have been using a trailer and picking the trash up with toters. Getting a trash truck will give them stability in terms of injuries and will allow them to do a better job throughout all of the twenty-eight parks within the City. The department has, since January, been picking up trash by this method. Mr. Malone asks for the support in purchasing trash trucks for the Parks Department.

Councilman Dudley asks if this appropriation is for one vehicle or two. Mr. Malone answers that particular was for one but they have two. They have a Peterson truck that is used for moving heavy equipment throughout the parks and removing tree stumps. The other one is a trash truck within the Parks Department. Mr. Dudley confirms that the plan is to purchase two. Malone states yes and regarding one truck, he spoke to Kevin from General Truck Sales and they discussed local vending and opportunities. They had a conversation about the welfare and being able to get the parts and everything prepared on that Peterson truck. It is good to have a local vendor where they can take the truck in, if there was a time of need. Mr. Dudley asks who the trash truck will be purchased from. Mr. Malone answers Best Equipment Company and

they are out of Indianapolis. Referring to General Truck Sales, they did not have a trash truck on their lot and the one they eventually had was sold a few months ago.

Councilman Ivy asks if Mr. Malone has seen these vehicles. Mr. Malone answers yes, they were both brought up to the Parks Department and the employees received a demonstration and were able to operate the Peterson truck and drive the trash truck around the park. The Mayor was present during that time and also saw the demonstration. Mr. Ivy asks if there is any special licensing associated withdriving those trucks. Mr. Malone answers no but for the Peterson truck, the operator will need a CDL license. For the garbage truck, a regular operator's license is sufficient for park employees. Mr. Ivy comments that is a good deal.

Councilwoman Davis asks if the department received multiple bids on these vehicles. Mr. Malone states the bids that he is aware of were done before. He does not know if they all were local but there were some from Indianapolis. Mrs. Davis confirms that there were more than one, though. Mr. Malone answers yes. He knows the one was sold before they could get it because of how long this process takes. Councilman Ivy refers to General Truck Sales and reiterates that they were the company that had a trash truck on the lot at the initial time but was sold prior to the city being able to obtain it. Mr. Malone answers yes, it was the Peterson truck, which was the one they brought up two weeks ago and it is on the lot out at General Truck Sales. The Peterson truck is used for tree removal throughout the City, as well as the Parks. Mr. Malone continues, right now, they are currently borrowing Sanitations Peterson truck. If Sanitation calls and says they need their truck back, the Parks Department is without a trash truck to do their job. Mrs. Davis questions if there is an employee on staff that is CDL licensed. Mr. Malone states yes, that is Chris and he is the one that is currently operating the truck that they borrow.

Councilwoman Davis wishes to make the comment that she did reach out to the Muncie Sanitary District because she did not understand why Sanitation does not pick up trash for the Parks. She talked, in detail, with Mr. Bill Smith and he explained that they have never been asked to pick up trash in the parks over the years. Mrs. Davis continues that Mr. Bill Smith said that there are many interlocal agreements between the City and Sanitation for different things but it is more of 'if we do something as a City for them, they will do something for us.' Mrs. Davis states she asked what it is that they could possibly do that she could present to the council and the Mayor but they could not come to an agreement. She did attempt as a false cutting effort to try to work with Sanitation to pick up trash in the Parks because why not. Mrs. Davis adds that Mr. Bill Smith stated they would have to purchase a new truck and hire a new employee so the two of them just could not come to any kind of agreement that she could bring to the council. She just wants everyone to know they she did look into trying to get Muncie Sanitation to pick up trash in the Parks and they were willing to work with the City, it just did not come out good. Councilman Dudley thanks her for doing that. Councilman

Ivy, also thanks her and comments that at least she got the conversation started. Mr. Malone appreciates her opening that line of communication and adds that he has always wondered why Sanitation did not pick up trash in the Parks, as well. It would make sense to do that but he does not have an answer.

Councilwoman Davis has one more question and asks if there is any way for the council members to get copies of those bids because she does not have that information. Mr. Malone answers okay. Mrs. Davis asks if those can be emailed just so they all have the opportunity to see the amounts. Mr. Malone states yes.

Councilman Dishman asks the availability if the council votes to pass this ordinance. Mr. Malone answers the hit-off truck is on the lot as they speak. It is just waiting for the department to move towards approval and they can purchase it as soon as that is completed. In reference to the trash truck, when Mr. Malone spoke with them it was the same time frame (once the department was able to come to an agreement) and they could get that vehicle here in a matter of weeks. There is a six-month window before a piece of equipment can be brought in but they were sure that they could get it in within weeks from the time they made the approval to the time of purchase. Mr. Dishman asks if both trucks will be coming from the same place. Mr. Malone answers no, the larger Peterson truck will be coming locally and the trash truck will be coming from Indianapolis. Dishman asks if General Truck Sales has trash trucks for sale. Mr. Malone answers they do not but did (he believes) a year or so ago but they sold it and have not gotten any more since. Mr. Malone states he did ask if they had anything on the lot when he talked to Kevin from the company. Mr. Dishman states he believes in trading local if the bidders have it right here. It helps keep the people and businesses here in Muncie and he appreciates them checking. Mr. Malone states he will follow-up with Kevin. Questions called.
An all-in-favor vote showed 9 yeas and 0 nays. INTRODUCED.

ORD. 13-20 AN ORDINANCE FOR ADDITIONAL APPROPRIATIONS (POLICE DEPARTMENT - $289,556).
A motion is made by Robinson and seconded by Dudley to Introduce.

Nathan Sloan, Muncie Police Chief, states he spoke on this during the Public Hearing and wants to thank everyone for their support and consideration of the passing of this ordinance. He is willing to answer any questions anyone may have.

Councilwoman Davis asks about making these purchases through local vendors, referring to the clothing, K9 units, etc. and if the department is trying to seek out local vendors if they can. She does understand that sometimes there is specialty equipment that is needed. Chief Sloan answers they are as best as they can. He adds that doing so works out in the departments favor, as well. The quicker they can get things, obviously the better. The clothing and some of the stuff is going to come from other vendors that are out of state (unfortunately, it is not produced here or in Muncie). As far as the cars

and other things that they will buy (that are normally sourced here), yes, they wish to get them here.

Councilman Ingram is aware that the Chief went over the items during the Public Hearing but was wondering if he could go over that list again and give an explanation of what all the items entail, for the people that missed it or are just now tuning in. Chief Sloan has no issue doing so and goes on to explain the first line is PERF Expense which is to basically cover their retirement contributions in the amount of $157.033. The second line item is for Clothing to supplement their clothing allowance that the officers are contractually afforded and for new SWAT equipment that has been needed for quite some time. The current vests are out of date and Chief Sloan can vouch as a former SWAT member, his had been out-of-date since 2014. That gives the council a bit of an idea on what the department is working with there. The next line item for Other Supplies for $5,500 is for the K9 Division as they need new K9 housing and some other needs. The Vehicle Maintenance for $29,000 are costs that were accrued last year that were pushed from the 2019 year to this year's budget. That just needs to be covered. Finally, the line item for Capital Equipment for $58,023 and has to do with purchase of a new vehicle and equipment to build that vehicle out to specifications for Police Department usage (plus approximately $2,500 in unbudgeted PERF money). That would round out the entire request amount of $289,556.

Councilman Robinson asks about the turnaround time on getting this equipment in. Chief Sloan responds there are different timelines for everything. The department is not sure on the cars due to COVID-19. They do have a significant lead on SWAT equipment just because of production rates. Again, some of that is due to COVID-19 and some is due to high demand. The K9 supplies and things like that should be pretty readily available. Mr. Robinson thanks him for the information. Questions called.
An all-in-favor vote showed 9 yeas and 0 nays. INTRODUCED.

ORD. 14-20 AN ORDINANCE FOR TRANSFER OF APPROPRIATIONS (GENERAL FUND – CURRENT: $24,845,429. PROPOSED: $24,840,461. NET CHANGES: $4,968).
A motion is made by Ingram and seconded by Clark to Introduce.

Trent Conway, City Controller, explains this is just an ordinance to fix the budget within the General Fund. As it is known, there was not a 2020 budget passed so it was reverted back to the 2019 budget. That has caused some issues and some concerns. The Mayor and himself sat down with every department to go over their budget and see what they actually need for 2020. This ordinance will make the adjustments that was agreed on within the departments. The overall net change is a reduction of $5,000.

Councilman Ingram refers to the exhibits and notices a lot of what is entailed are raises and wishes to reiterate that those were passed last year by the previous council. Mr. Conway confirms.

Councilman Robinson refers to the Unemployment expenses and asks if the City is self-funded on that to where we (the City) doesn't pay that portion of the taxes. Mr. Conway confirms. Robinson asks if Unemployment is taken care of in the budget, currently, because he knows that some people have been off work because of COVID-19. Mr. Conway states yes, Unemployment expenses is covered in the budget and mentions it was added in.

Councilwoman Davis refers to the City Council budget and asks what the net change was. Mr. Conway responds a decrease of $108,000. Mrs. Davis asks if it was in Insurance. Mr. Conway answers yes. Mrs. Davis confirms that was for those city council members that did not take the insurance. Mr. Conway states that is correct. Mrs. Davis asks what if those individuals had some sort of life-altering change, would they still be able to get insurance. Mr. Conway answers absolutely. Mrs. Davis confirms and that is with them taking this amount out. Mr. Conway replies they would have to appropriate some money for it but yes. Mrs. Davis asks if they have a place where they could appropriate it from. Mr. Conway explains the budget is based off of a net zero and we (the City) started this year off with just under $3 million. So, the City has additional capital in the General Fund if they need to have any additional appropriations for that. Councilman Ivy confirms they would just have to move it back to cover it in those specific accounts. Mr. Conway confirms. Mr. Ivy reiterates that they would vote to pass the appropriation to move it back into specific accounts. Mrs. Davis just wants to be sure that was available to anyone. Councilman Dudley asks if the $108,000 is going to be reallocated somewhere else or if it will just be sitting in the General Fund. Mr. Conway states this is all within the General Fund.

Councilman Ingram refers to the Employee Assistance Program with a budget of $25,000 that was completely removed and asks what that is. Mr. Conway answers it was something that was budgeted there for a couple of years that was appropriated but never used. Councilman Ingram asks if it is known what its purpose was. Councilman Ivy states he can speak on that a little after a discussion with Nancy Larson, Personnel Director. Basically, it was a wish-list for the past administration. Mr. Ivy states that she had some ideas of how to expand the EAP program beyond what it is already built in through the city staff insurance. He believes she never got that project off the ground so that money has just been sitting there allocated for that as a wish-list for that department. The understand he came to was that it has been allocated back because it was not used and that program never got started.

Councilman Ingram refers to Improvements that went from $30,000 budgeted to $100 budgeted. Mr. Conway states that is kind of the same scenario. He thinks it was kind of a wish-list item. Last year, it was actually taken and put into the Animal Shelter fund, anyway. Ingram comments that it looks like they had a lot of wishes in the last administration. Questions called.

An all-in-favor vote showed 9 yeas and 0 nays. INTRODUCED.

ORD. 15-20 AN ORDINANCE OF THE CITY OF MUNCIE AMENDING ORD. 32-19 FIXING THE SALARY FOR THE CITY JUDGE OF THE CITY OF MUNCIE, INDIANA FOR THE YEAR 2020.

As the sponsoring Councilperson, Mr. Robinson chooses to Withdraw Ord. 15-20 from the Agenda and consider it for Introduction in June. He spoke with Judge Dunnuck and this is something that she is looking to start in July so they will certainly have time to take this up at the June meeting with the second reading in July. This is not considered essential at this time.

**RESOLUTIONS:**

RES. 11-20 A RESOLUTION AUTHORIZING MAYOR DAN RIDENOUR TO APPLY FOR A COMMUNITY DEVELOPMENT BLOCK GRANT AND A HOME INVESTMENT PARTNERSHIP PROGRAM GRANT FROM THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).

A motion is made by Robinson and seconded by Dudley to Adopt.

Gretchen Cheesman, Director of Community Development, explains this is the application for the 2020 Community Development Block Grant, HOME Investment Partnership and Community Development COVID-19 (CDBG-CV) funding. Their fiscal years starts on June 1st and this is the year they are preparing their five-year plan which is being done by a consultant, Anchor Group in Indianapolis. They held a Public Hearing on April 22nd via Zoom and she believes everyone on the council received a copy of the legal notice publication. She refers to Councilwoman Davis being there. Aware that the grant amounts are already in the ordinance, she wishes to reiterate and put those numbers out there for anyone that is wanting to know them. The Community Development Block Grant is for $1,274,641. The HOME Investment Partnership is $513,565. And finally, the CDBG-CV s for $749,824. The public comment period for the Public Hearing was from April 8th to May 8th and they received quite a few comments which were submitted to the consultant and will be incorporated into the final draft of the five-year plan and their annual plan (which is also part of what the consultant is preparing). The extra money that they got from COVID-19 allowed them to fund all of their public service applications that they received from the various public service agencies that they fund. They have added a few new programs that they have not ever administered before, because of the COVID-19 money. One of them is tenant-based rental assistance, which they added to their HOME Program and a bit of money into the COVID-19 money. This allows them to pay peoples rent for a limited amount of time. There's been some meetings in which she has participated in with United Way and other homeless providers and the office anticipates that (maybe not right way but sometime in the future/fall or when the extra unemployment money runs out) there is going to be a demand for this tenant-based rental assistance. The amount put into the budget for

that is $166,105 plus $10,000 in the COVID-19 money. They also put in their COVID-19 funds money for assistance to small businesses. They plan to work with the Small Business Development Center and Ted Baker on that. Ms. Cheesman continues, once they submit their five-year plan to HUD, they have forty-five days to review it. They anticipate getting the final copy from the consultant late this week and hope to be able to send it in to HUD for review by early next week. Then, they would have to do another release of funds procedure for that so it will probably be around mid-August by the time the funds are actually released. She is willing to answer any questions anyone may have.

Councilman Robinson states this is fantastic news with the additional funding coming in. He is curious as to how the office plans to inform the public that the funding for rent assistance is available and what that whole process is. He is aware it may be premature for her to answer these questions but wonders what process those people will have to take to get that assistance. Ms. Cheesman replies HUD has waived some of the requirements for the rental assistance. They have had a discussion with a couple of groups, referring to PathStone (about them potentially administering that for the office) and also with Muncie Housing Authority but the office is not 100% certain yet. Some of the homeless providers are also getting tenant-based rental assistance, as well. Their money comes from HUD but it comes through the State. She believes by the time they actually gets their money, they will have a better plan on exactly how they are going to do that (and how much other money there is - besides the money that they have). The office does not know exactly, yet. She will definitely let all the council members know when that money is out there, along with all the tenant-based resources. All the information will be on the Community Development page on the City of Muncie website along with their Facebook page.

Councilman Ingram wishes to give Ms. Cheesman and Mayor Ridenour a pat on the back for being very proactive and applying for a lot of these, especially since we are in the midst of the virus crisis. He sees that the City has already been applying and taking advantage of some of the relief packages that has been provided and thanks them. Mr. Ingram adds that he has seen what is planned for a little bit of this money and believes it will definitely have a large impact on our community. Ms. Cheesman thanks him and states she would not rule out that they get another infusion of money. Some of the housing-related non-profits websites are talking that there might be even more yet so we will see. Mr. Ingram states that they look forward to working together on those, as well.

Councilwoman Davis wishes to tell Ms. Cheesman thank you. She adds that she called and had her on the phone asking a mirage of questions and she was very gracious in answering those and kind of leading her in the right direction. She appreciates her taking the time to do that. Ms. Cheesman thanks her in return and adds that anyone can call her anytime they have a question. Questions called.
A roll call vote showed 9 yeas and 0 nays. ADOPTED.

**OTHER BUSINESS:**

Councilman Robinson asks if any final decisions have been made on the location of the council meeting in June. President Polk states no decisions have been made as of yet. Based on the Governors stages, the council should be able to conduct their next meeting at City Hall. It is going to look a little different, probably, due to still engaging in the six-foot social distancing protocol. All nine members are not going to be able to sit beside one another in the auditorium. They will have to get it set up along with the cameras and microphones for the meeting to be able to be successful. The other thing is encouraging the six-foot social distancing guideline within the audience and how many people will actually be able to attend. Mr. Robinson confirms that they will be meeting in City Hall in June. President Polk states yes, that is the plan as of right now.

Councilman Ivy states he spoke with Judge Dunnuck regarding the auditorium. She has a chart layout prepared due to starting the City Court proceedings again. She also has masks that she is willing to share (at best she can) if they are allowed to go back to City Hall to conduct the meeting.

Councilman Dudley suggests that each council member let a certain number of individuals that not only live in their districts but also make regular appearances at the monthly council meetings be allowed to attend instead of the first come, first serve basis. That way, each district has a few members of the community in attendance and they are the ones that actually want to be there.

President Polk states they will take all of that into consideration. Obviously, they are waiting to see where we will be with the stages and he will get with Judge Dunnuck to see that auditorium layout. Hopefully, they will be able to accommodate as many people as they can. If people are done speaking on an ordinance and want to leave while somebody else wants to come in, obviously, they can do that. It is also going to depend on if City Hall is back open to the public, other than by appointment. There is a lot of "depending."

Councilman Dudley suggests if it is about social distancing at that time, maybe moving the meeting to Muncie Central Auditorium. At the stage level, they probably all could fit alongside one another and more people that want to attend the meeting can actually show up and sit in the auditorium. President Polk states that, too, has crossed his mind and he will get in touch with the school corporation to see if that may be a possibility.

Councilman Robinson has a question that (and it may be for Council Attorney, Dan Gibson) if they are meeting in person, even if it is at Central Auditorium or

wherever else, what is the statutory guidelines for notice on an in-person meeting and will they be able to get something done for an alternate location within that time frame. Council Attorney, Dan Gibson, responds that right now they have forty-eight hours prior notice to any of the meetings. But, if they are going to make a big change like that, he would recommend well in advance of a forty-eight-hour notice. President Polk will know something by probably Tuesday, (Monday is Memorial Day). That gives six days prior to the meeting, so around 144 hours which is way outside the notification timeframe. Mr. Robinson thanks him.

**ADJOURNMENT:**

A motion was made by Robinson and seconded by Dudley to Adjourn. A vote by acclamation showed 9 yeas and 0 nays. ADJOURNED.

Brad Polk

Brad Polk, President of
the Muncie Common Council

Belinda Munson

Belinda Munson, Muncie City Clerk of
the Muncie Common Council