

1. Time & Place
2. Pledge of Allegiance
3. Roll Call Members Present
4. Approval of Minutes for August 26th, 2020 meeting
5. Register of Claims
6. Contract between City of Muncie and Dana Salkoski
7. Purchase of a Fire truck
8. Community Development, Contracts for 2020 Grant Year
9. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
September 9th, 2020 MINUTES

1. Board of Public Works and Safety, City of Muncie, State of Indiana, at 9:01 A.M. President Gregory called the meeting to order.
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Linda Gregory, Ted Baker, Jerry Wise-on phone-
4. **Board of Works Minutes for September 2nd, 2020:** President Gregory entertained a motion. Jerry Wise moved to approve minutes from the September 2nd, 2020 meeting as printed. Ted Baker provided the second. Motion passed by voice vote.
5. **Register of Claims:** Trent Conway, City Controller started the claims by bringing attention to the board that there were unemployment claims that were under **\$3,000.00**. Ted Baker did not have any questions. Jerry had a question regarding the total weekly expenditures **\$156,000.00**, Trent answered by saying yes. Linda wanted to bring attention to the credit card charges how there is not enough information on the line items. She would like it clarified or added in the comments what it was used for. Trent answered by saying there are detailed line items, but this report does not show the details. Trent Conway, City Controller presented **Board of Works** Claims payment dated **9.11.20** there are **215 Records** for a total amount **\$156,191.10**. Ted Baker moved to approve Board of Works claims as presented. Jerry Wise provided the second. Motion passed by voice vote.
6. **Contract between City of Muncie and Dana Salkoski:** Ethan Browing, Animal Shelter Director came before the board requesting another renewal of a contract with Dana, this will also be an increase of pay from \$15,000 to \$18,000 yearly. Ethan told the board that she does grant righting for the animal shelter. She's on call 24/7 and has done a great job with adoptions as well as maintain great relationships with companies that donate to the animal shelter. He said that she is very much needed and has helped in everyway possible. President Gregory entertained a motion. Ted Baker moved to approve the contract as presented. Jerry Wise provided the second. Motion passed by voice vote.
7. **Purchase of a Fire truck:** David Miller, Fire Chief came before the board for approval for purchasing a new fire truck due to a wreck that has cost them another truck due to a vehicle accident. He turned it over to Deputy Fire Chief Alan Richards who has been working with companies of a purchase of a 2019 truck for **\$726,000.00 from KME**. This is a time sensitive due to the vehicle #7 being down, so they were able to bypass the seeking of bids. There will be 1 payment yearly of **\$86,000** until it is paid off. This will come out of capital equipment fund. President Gregory entertained a motion. Ted Baker moved to approve the purchase as presented. Jerry Wise provided the second. Motion passed by voice vote.
8. **Community Development, Contracts for 2020 Grant Year:** Brad King, Community Development and Stephanie Hutchinson, Community Development are requesting approval of 12 contract for the 2020 grant year.

Subrecipient	Program Name	Contract Amount	Program Description
A Better Way Services, Inc.	A Better Way Victim Assistance	\$ 40,000	The project centers around the provision of shelter and services for persons who are homeless or at risk of homelessness due to domestic violence or sexual assault. CDBG funds will 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.
PathStone Corporation	Housing Counseling and Education	\$ 17,500	Project will provide pre- and post-purchase homeownership counseling and education, administration of down-payment and closing costs assistance to eligible Muncie homebuyers, and referrals to address other housing problems such as foreclosure. One on one foreclosure prevention counseling will be provided to homeowners who utilized DPA or received pre-purchase counseling. Rental Education and counseling will also be provided. Funds will be used for eligible project administrative costs such as salaries, rent, utilities, supplies, etc. Services will include but are not limited to 8 hours of homebuyer education, individual homeownership and credit counseling, action plan development & assistance with obtaining a mortgage. Participants will meet with Financial/ Income Support Coach for assessment. Long term participants and individual who need income supports or face employment barriers will flow into THRIVE services for individual coaching in these areas.
Friends Memorial Church	Food Pantry	\$ 6,500	Funds will be spent to pay one part-time administrator and two low-income part-time helpers to assist in setting up, operating, cleaning and dismantling the food pantry on a monthly basis.
Alpha Center Inc.	Alpha Center Adult Daycare	\$ 17,000	The project centers around services for seniors to allow them to age in place in their own homes. The center provides; daily respite for caregivers, engages clients in age appropriate physical activities; Funds will help support the two most prominent direct service positions: The Nutrition/Program manager and the Day Service Volunteer Coordinator.
Christian Ministries of Delaware County	Men's Emergency Sleeping Room	\$ 25,000	The Men's Sleeping Room is an emergency shelter for single men that opens nightly at 6 p.m. and closes at 8 a.m. The shelter is open from date to date and provides: an evening meal, breakfast, clean clothes, showers, and a safe clean environment for men who have nowhere else to sleep. Funds spent to administer the program are for salaries for the coordinator and night manager, utilities and food.

Greater Muncie, IN Habitat for Humanity	Homeowner Services	\$ 10,000	Funds will be used to support Muncie Habitat for Humanity homeowner services. This includes marketing of Habitat's homeownership program, recruitment of applicants (regular recruitment meetings, presence at events, social media, and other media), and interviews/selection of partner families. Once families are selected, services include coordination of education and sweat equity, coaching of partner families toward goals, tracking of family progress, mortgage writing services and pre/post purchase consulting. Process also includes counseling for families not selected as they may apply at a later time as they resolve issues related to their application.
Motivate Our Minds	After-School Enrichment	\$ 20,000	Motivate Our Minds (MOM) is an educational enrichment program. The MOM facility hosts after school tutoring and enrichment activities such as technology-based economics, Kiwanis K-Kids, scouting, instruction in reading, mathematics, and language arts. MOM serves at-risk children "right in the neighborhood" by reshaping attitudes toward education. CDBG will assist with the salary of the executive director.
Muncie Delaware County Senior Center	Education Programs and Classes	\$ 15,500	Funds from these grants will pay part of the executive director's salary during the next fiscal year.
The Arc of Indiana	Erskine Green Training Institute Career Sampling Session	\$ 11,800	CDBG funds will be used to support Career Sampling Sessions (CSS) that are held throughout the year. A CSS is a two-day event that provides participants an opportunity to spend time observing and trying various jobs for which EGTI provides training. The goal is to determine which program best fits their interest and skillset. Funding for Career Sampling Sessions will support staff time.
Urban Light Community Development Corporation	Neighborhood Engagement Programming	\$6,200	CDBG funds will support Urban Light Community Development's Neighborhood Engagement Committee. This includes operating expenses of the South-Central Community Garden such as water utility, mowing expense, and property taxes. It will also support a portion of the salary of Urban Light Community Development's Executive Director for the administration of the Resident Listening Initiative in the Industry, South Central and Thomas Park-Avondale Neighborhoods.
YWCA of Central Indiana	Emergency Shelter/C.O.T.S. Stay Program	\$ 30,000	Funds from this grant will pay utility costs and offset a portion of the C.O.T.S. program staff salaries.

President Gregory entertained a motion. Ted Baker moved to approve the contracts as presented. Jerry Wise provided the second. Motion passed by voice vote.

9. Adjournment: There being no further business President Gregory adjourned meeting at 9:25 a.m.

We will meet next Wednesday, September 16th, 2020.

Board of Public Works and Safety

Linda Gregory, President

Jerry Wise, Vice-President

Ted Baker, Secretary

Linda Hayes, Recording Secretary