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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 June 16, 2021
5. Consideration Register of Claims
6. Open Request for Proposals for a residential land parcel, Community Development Office
7. Amendment Memorandum of Understanding between the City of Muncie and Muncie Sanitary District for Riverside-Jackson Trail Project
8. Agreement between Muncie Sanitary District and City of Muncie
9. Parade Application for Robinwood Neighborhood Association
10. Renewal of Residential Handicapped Parking Donald Kesterson 2209 N. Glenwood Ave.
11. Renewal of Residential Handicapped Parking Normand Hawkins 904 S. Blaine St.
12. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
June 23, 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 - (Absent - Lola Mauer)
4. **Approval of the Minutes for the June 16, 2021 Minutes:** President Gregory entertained a motion to approve. Ted Baker moved to approve minutes from the June 16, 2021 meeting as printed. Linda Gregory 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 #8 \$15,911.39 The Davey Tree Expert Company**, tree inventory planting 1000 trees in 1000 days. **Page #10 \$3,000 MITS** Prairie Creek bus service sponsorship, bus service to PC daily (introduced at June 7 city council meeting). **Page #10 \$9,280 EDIT** funds transfer of funds to Com. Dev., repayment of New World for 2019 Down Payment Assistance that was never drawn down from HUD. **Page #10 \$6,150 CDBG** clearance asbestos abatement. **Page #10 \$4,400 & \$5,800 Shroyer Bros.** Demo's. **Page #11 \$8,185.60** new build **Habitat**. **Page #11 CD \$6,274.95 Friends Memorial Church** purchase of carts, freezer and refrigerator for food pantry. **EFT \$59,573.24 IU Health Plans**. **EFT \$178,158.47 and \$194,466.04 IU Health Plans**. **EFT \$119,567.00 Regions Bond** payment. **EFT \$207,343.75** Muncie Indiana Economic Development Tax Revenue, Series 2013.

There are four payments that are dated **2020**, Ethan Browning \$12.30 and \$45. Page #2, Reynolds Farm Equipment \$115.06. Page #1, Stephanie Hutchison \$18.30 Page #10, Taylor Marshall \$86.00 Page #1, along with Weber Office Equipment from last week \$571.90 and \$545.30). They are all checks that were issued from not cashed prior; Ethan Browning was for out of pocket expenses that he is getting reimbursement back.

President Gregory asked if anyone has any further questions.

Jerry Wise arose with a statement to public regarding item on Page #10 \$15,466.000 amount from EDIT funds is going toward transferring funds for Flag Day Participation. Next question brought forth is on Page #10 Com. Dev. Demolition, Wise asked if asbestos removal was bid out with demolition bids. President Gregory answered yes and I think it was for either 31 or 33 properties. Page #11 \$8,185.00 Home Grant Development item for Habitat for Humanity, Wise asked if the city supports this organization. President Gregory affirmed the answer by stating the organization is funded through Community Development Home Grant. Next item, Grant for \$6,275.00 for Friends Community Church. Funds were offered through COVID Relief Grant for food pantry. Question regarding Alpha Center item CDBG got amount of \$4,000.00 was for previous food pantry item as well.

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President Gregory entertained a motion to approve this week's claims. Ted Baker moved to approve register of claims **162 Records** for a total amount of **\$916,076.74** as presented. Linda Gregory provided the second. Motion passed by voice vote.

- 6. Open Request for Proposals for a residential land parcel, Community Development Office:** Brad King, Community Development brought forth proposal for land parcels to receive a house they are wishing to be moved. The house was originally a part of the demolition bid packet and became expensive to renovate regarding asbestos removal. The house (unit) is in great shape and the office decided to physically move the house and to do so we need a land parcel to put the house there. Therefore, we put in a request for those and we are not really buying the land parcel but we wanted you to publicly open the bid and mention whom it was from and the property address.

Ted Baker opened letter from Delaware County Community Alliance stating they are providing a parcel located in the McKinley Neighborhood where the relocation of house sitting at 225 S. Franklin can be moved to Lot #648 and Lot #650 property address 225 N. Jefferson to accommodate home. Drawings were proposed in letter for visual reference. No action is needed from the board, except taking proposed plan under recommendation from Brad King.

- 7. Amendment Memorandum of Understanding between the City of Muncie and Muncie Sanitary District for Riverside-Jackson Trail Project:** Brian Stephens-Hotopp, City Engineer, informed board the amendment was from the Delaware Advancement Corporation (DAC) where Sanitary District was willing to contribute a sum of \$100,000.00 towards addressing drainage problems along the trail corridor. Second amendment is aimed to fully address all drainage problems along North and South side of the road as well as take into consideration the restoration efforts along Riverside that be impacted by the construction.

Funds will be taken from board approve (ARP) American Rescue Plan monies aimed at infrastructure. This amendment will state that Muncie Sanitary District will own plans and pay for project upfront costs. The distribution infrastructure dollars is scheduled to occur May 2022 there, the Sanitary District will pay for upfront costs in expectance of reimbursement the following year. The Muncie Sanitary District approval at Board meeting held on June 16, 2021, and Mayor is in support of decision as well. Stephens-Hotopp asked the board to make motion to approve Memorandums of Understandings.

President Gregory entertained a motion. Ted Baker moved to approve MOU's as presented. Linda Gregory provided the second. Motion passed by voice vote.

- 8. Agreement between Muncie Sanitary District and City of Muncie:** Brian Stephens-Hotopp, City Engineer informed the board this agreement was also approved at the June 16, 2021 at the Sanitary District Meeting. The agreement would increase compensation for the City Engineer position that would be an in-house position and officially a city employee. Muncie Sanitary District would be pledging \$20,000.00 per year to go towards compensation of employee in order to help improve competitiveness with salary package.

Ted Baker commented the Sanitary District President and Mayor Ridenour have both signed off on agreement. Hotopp reaffirmed it was approved at the Sanitary Meeting had has been noted on the record. President Gregory asked if there this is any conflict of interest for employee to also serve on Sanitary Board. Hotopp explained the Sanitary District would be giving the sum to the City of Muncie in compensation for employee. The Salary ordinance brought before the Sanitary Board for approval is including the money added to total salary package. President Gregory asks if there is any time consideration for salary compensation in terms of being enforced until otherwise stated. Hotopp confirmed. President Gregory confirmed there is nothing included about termination in the agreement and either party can terminate agreement any time. Stephens-Hotopp confirmed that is the agreement.

President Gregory asked for further questions. No questions presented. President Gregory entertained a motion to approve agreement. Ted Baker moved to approve agreement as presented. Linda Gregory provided the second. Motion passed by voice vote.

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BOARD OF PUBLIC WORKS AND SAFETY
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9. **Parade Application for Robinwood Neighborhood Association:** Dawn Ellis, Neighborhood Board Member brought before the Board a parade for children on July 3, 2021 9:30 a.m. to 12:30 p.m. (Rain Date 7-4-21). Parade route begins at Coventry Drive and Knightsbridge go east to Ivanhoe Street, north on Ivanhoe Street to Friar Dr., east on Friar Drive to Moors Street, south on Moors Street to Kings Row Street east on Kings Row Street to Knightsbridge for finish. Ms. Ellis explained that we are anticipating 50 to 60 children and 40 to 50 adults totaling 100 people and pets will attend. President Gregory entertained a motion to approve parade permit. Ted Baker moved to approve parade for Robinwood Neighborhood Association. Linda Gregory provided the second. Motion passed by voice vote.
10. **Renewal of Residential Handicapped Parking Donald Kesterson 2209 N. Glenwood Avenue:** Donnie Wright, Department of Public Works reminded board of previous handicap renewal weeks prior. This renewal is for a two-year period only. President Gregory entertained a motion. Ted Baker moved to renew residential handicapped parking for 2209 N. Glenwood Avenue for a two-year period only. Linda Gregory provided the second. Motion passed by voice vote.
11. **Renewal of Residential Handicapped Parking Normand Hawkins 904 S. Blaine Street:** Donnie Wright, Department of Public Works reminded board of previous handicap renewal weeks prior. This renewal is for a two-year period only. President Gregory entertained a motion. Ted Baker moved to renew residential handicapped parking for 904 S. Blaine Street for a two-year period only. Linda Gregory provided the second. Motion passed by voice vote.
12. **Adjournment:** There being no further business President Gregory adjourned meeting at 9:16 a.m.

We will meet next Wednesday, June 30, 2021

Board of Public Works and Safety


Linda Gregory, President


Ted Baker, Secretary


Lola Mauer, Vice-President


Linda Hayes, Recording Secretary