

**BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA**

1. Time & Place
2. Pledge of Allegiance
3. Members Present
4. Approval of the Minutes for February 14, 2024
5. Register of Claims
6. Office of Community Development, Quote for board and batten siding at McCulloch Park Lodge
7. Secret Family Christmas Inc. Street Closure Parade & Procession Application for Fundraising Event (April 13, 2024)
8. The Woodlands, Street Closure Parade & Process Application for 77th Anniversary Celebration (May 16, 2024)
9. Office of Community Development, PathStone Contract
10. Office of Community Development, Muncie Mission Van Amendment
11. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
FEBRUARY 21, 2024
CLAIMS PACKET & MEETING MINUTES**

1. **Board of Public Works and safety, City of Muncie, State of Indiana, met in City Hall Auditorium, at 9:00 A.M.**
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Ted Baker – Lola Mauer – Linda Gregory
4. **Approval of the Minutes for February 14, 2024:** President Ted Baker entertained a motion to approve. Lola Mauer moved to approve minutes from the February 14, 2024 meeting as printed. Linda Gregory provided a second. Questions called. Motion passed by voice vote.
5. **Register of Claims:** Craig Wright, City Controller, wished to bring attention to a few claims:
 - ✓ Page 13 \$49,257.07 Cru Construction LR&S metal building.
 - ✓ Page 14 \$13,000 Pyrotecnico Fireworks EDIT Prairie Creek fireworks paid in full.
 - ✓ Page 14 \$16,500 Pyrotecnico Fireworks EDIT downtown fireworks paid in full.
 - ✓ Page 14 \$113,444.49 Pridemark Construction EDIT Riverview Park design.
 - ✓ Page 14 \$32,526.36 Pridemark Construction CDBG Future Choices parking lot.
 - ✓ Page 15 \$25,785.58 Street Department CDBG infrastructure Russey St. paving.
 - ✓ EFTS \$70,763.45 UMR
 - ✓ EFTS \$54,693.50 Delta Dental

President Baker asked for questions or comments. No questions but Baker made the comment that 60.7% of the claims this week were healthcare related. President Baker entertained a motion. Linda Gregory moved to approve register of claims of **230 Records** for a total amount of **\$972,551.14** as presented. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
6. **Office of Community Development, Quote for board and batten siding at McCulloch Park Lodge:** Allen Wiseley referred to presenting quotes last week for this project and the only one that received more than one quote back was for the board and batten siding, therefore, being the only one they are currently prepared to award. The contract is with Property Pros for \$12,859. President Baker asked how much the other quotes was. Wiseley answered \$20,820. Linda Gregory confirmed they don't have to approve the other contracts even though there were bids/quotes were presented at the same time. Wiseley informed the other three are still under advisement for the time being in hopes of getting additional estimates. Lola Mauer moved to approve the contract. Linda Gregory provided the second. Questions called. Motion passed by voice vote.
7. **Secret Family Christmas Inc. Street Closure Parade & Procession Application for Fundraising Event (April 13, 2024):** Al Holdren, Secret Families, explained how this fundraising event has become somewhat of a yearly thing with the fraternities and sororities at Ball State. The request is to close Riverside Ave. about a block in front of the Delta House

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for a 'Pull-A-Tractor' event. He thanked both the Police and Fire Department for being phenomenal in providing vehicles along with the Muncie Sanitary District for bringing a garbage truck out for the event too. They are pulled for time and each team pays \$500 which will sponsor one family in the community for Christmas. With the sponsors, that event is foreseen to raise somewhere around \$25,000. That amounts to about fifty (50) families. He added a note that the date was changed due to previously being scheduled on the weekend of the solar eclipse so rescheduling accommodations were made to be proactive. Lola Mauer moved to approve the street closure application. Linda Gregory provided the second. Questions called. Motion passed by voice vote.

8. **The Woodlands, Street Closure Parade & Process Application for 77th Anniversary Celebration (May 16, 2024):** Connie Kiger, Director of Business Development at The Woodlands, explained they are planning an event to celebrate their 77th year of serving the community and taking care of residents. They are interested in closing the street right in front of the facility, not including the driveway designating EMS to have access to the building. Lola Mauer asked that she share a little bit about The Woodlands. Kiger stated they are a long-term care facility doing skilled rehab, long-term care with a memory care unit. It was the first memory care unit in the community way back in the 1980's and they were downtown in the 1940's before moving out on East Jackson. They are back in the neighborhood, up and over the tracks. Linda Gregory asked if there are any residences along that stretch of Jackson. Kiger answered the part they are requesting the closure for would not be blocking any access to any home. It would be taking them down on the other side and around but, again, would not be blocking any homes. Gregory asked if they plan to notify those residents ahead of time. Kiger answered yes. Linda Gregory moved to approve the street closure application. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
9. **Office of Community Development, PathStone Contract:** Delaney Fritch explained this is a contract to enter an agreement with PathStone Corporation for down payment and closing costs assistance for low-income homebuyers. The contract is for \$30,000 and they have raised the amount of assistance they are willing to give each individual home of up to \$7,500 to address the rising interest rates and costs it takes to get into a home in our current market. President Baker confirmed these are federal funds. Fritch answered yes, this is funding from Housing and Urban Development (HUD). Linda Gregory asked if there is any idea of how many down payment assistance efforts have been done over the years. Fritch believes they assisted at least nine (9) families from their last contract. For this specific contract, and since they are raising the amount they could potentially be giving to each family, they are hoping to help at least four (4) and likely will be entering into another contract for the 2024 year as this contract has been in work since she started her position in August. Additional work has been done to address a lot of the funding HUD had for them so it has been a labor of love and they will be continuing the down payment assistance program. Gregory referred historically if she was aware of how many they have done over the years. Fritch explained she would have to research that information and since interest rates have risen they have worked with PathStone over the last few months to come to some agreements about what the amount should be to help people. Homebuyers aren't necessarily entitled to the full \$7,500 so it just depends on the underwriting, the loan process, and what they think that they need. Lola Mauer moved to approve the contract with PathStone. Linda Gregory provided the second. Questions called. Motion passed by voice vote.
10. **Office of Community Development, Muncie Mission Van Amendment:** Allen Wiseley recalled coming before the Board of Works in November with a contract out of the HOME ARP funds with the Muncie Mission with the goal to fund a van for them to lease to be able to transport clients from the Hub. The original goal was to have that be a 5-year agreement at \$15,000 a year to cover all misc. and registration costs. However, the Mission has not been able to find any dealerships that are willing to do a 5-year lease and the most many are willing to do is a 3-year lease. Therefore, this just amends that contract from 5-years to 3-years and consequently the \$75,000 down to \$45,000. Less time and less money. Linda Gregory moved to approve the contract amendment. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
11. **Adjournment:** There being no further business President Baker adjourned the meeting at 9:13 a.m.

We will meet next Wednesday, February 28, 2024

BOARD OF PUBLIC WORKS AND SAFETY
MUNCIE, INDIANA

Board of Public Works and Safety



Ted Baker, President

Lola Mauer, Vice-President



Linda Gregory, Secretary



Lacey Jones, Recording Secretary