

1. Time & Place
2. Pledge of Allegiance
3. Members Present
4. Approval of the Minutes for June 5, 2024
5. Register of Claims
6. Street Closure Application – 4 Ever Lasting LLC, Welcome Battle of the Brands (7/18/24)
7. Noise Exemption Authorization – BSU Programs, Concert (8/17/24)
8. Noise Exemption Authorization – BSU Programs, Open Mic Night (8/22/24)
9. Noise Exemption Authorization – BSU Programs, Late Nite (8/24/24)
10. Application for Residential Handicapped Parking Space, YMCA of Muncie at 315 E. Columbus Dr.
11. Amendment to Subrecipient Agreement – Community Development and Muncie Mission Ministries HOME ARP Supportive Services Contract
12. Bid Opening – 2024 Landscaping
13. Design Manual Adoption
14. Adjournment

BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
JUNE 12, 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 June 5, 2024: President Ted Baker entertained a motion to approve. Lola Mauer moved to approve minutes from the June 5, 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 3 \$47,059.50 Delaware County Auditor interlocal agreement for Deputy Prosecutor.
- ✓ Page 10 \$25,000 Governmental Interinsurance Exchange Prairie Creek lawsuit 2014 deductible.
- ✓ Page 11 \$35,239.17 IMI Aggregates MVH 443.26 tons #11 surface.
- ✓ Page 13 \$20,412.02 VS Engineering LR&S Tillotson from Kilgore to McGalliard.
- ✓ Page 13 \$15,000 Make My Move EDIT
- ✓ EFT \$208,541.25 First merchants Bank Economic Development 2013 bond.
- ✓ EFT \$140,000 Regions Bank 2014 A & Bond.
- ✓ EFTS \$20,950.30 Alternative Service Concepts WC claims.
- ✓ EFTS \$136,447.98 UMR.
- ✓ EFTS \$79,044.48 IU Health Workplace Services.

President Baker commended the Make My Move program working out pretty well. Mr. Wright explained it is a stipend given to people coming to Muncie to live and work remotely. Those individuals are then integrated into the community and the Mayor celebrates that for being one of the most active programs in the entire country.

Mr. Wright also wanted to provide a follow-up from last week regarding Verizon cell phone payments for the Fire Department. Chief Dan Burford clarified the Verizon monthly invoice for the Fire Department account is \$1,324.96. There were questions at last weeks meeting about firefighters having cell phones which left people to comment on the live-stream about it. He is adamant the only people in the Fire Department with cell phones is the Battalion Chiefs, the 2 cell phones assigned to the north and south apparatus that have the Captains, the Inspectors (because they do so much work

throughout the community) and the Investigator. The rest owed under Verizon is their cellular data for crew force tablets for the mobile data terminals in the trucks to help provide call information and run notes. The reporting tablets in the ambulances all have cellular connection. Also, the cardiac monitors need connection to transmit heart rhythms to the hospital in real time so doctors can make determinations prior to the ambulance's arrival. Cardio patients are time sensitive so it is a great program that has worked really well and has been a huge benefit to the City of Muncie. Regarding the comment made last week that all firefighters have cell phones, they do not. He adds that he, being the Chief, as well as the Deputy Chief even use their personal cell phones and tablet. Linda Gregory moved to approve register of claims of **258 Records** for a total amount of **\$903,660.31** as presented. Lola Mauer provided a second. Questions called. Motion passed by voice vote.

6. Street Closure Application, 4 Ever Lasting LLC (Welcome Battle of the Brands)

(7/18/24): Due to no representation being in attendance at the meeting, no formal action is taken and application is Tabled.

7. Noise Exemption Authorization – Ball State University Programs, Concert

(8/17/24): Anna Miller, Assistant Director of Programs Office at Ball State University, explained their main focus is doing alcohol alternative programming for freshman and those that don't drink and offer a safe space for people to come and engage. There are 3 Ball State noise exemptions they will be discussing today which are all Welcome Week events. This event is Cardinal Street Fest with a concert after. Lola Mauer moved to approve the noise exemption. Linda Gregory provided a second. Questions called. Motion passed by voice vote.

8. Noise Exemption Authorization – Ball State University Programs, Open Mic Night

(8/22/24): Anna Miller stated this event will be at the Atrium Patio during the first week of classes. It is a time to take a break and hang out there on the patio and will end at 10:00 PM. Lola Mauer moved to approve the noise exemption. Linda Gregory provided a second. Questions called. Motion passed by voice vote.

9. Noise Exemption Authorization – Ball State Student Programs, Late Nite

(8/24/24): Anna Miller assured this historically is what occurs on campus, Late Nite from 8:00 PM to 12:00 AM. There will be a couple inflatables outside but no loud music. President Baker thanks them for offering an alternative for students. Lola Mauer confirmed the Police Chief has approved all three. Linda Gregory commented the Board doesn't typically approve noise exemptions after Midnight but she doesn't have a problem with this one lasting until Midnight since there will be no loud music. Lola Mauer moved to approve the noise exemption. Linda Gregory provided a second. Questions called. Motion passed by voice vote.

10. Application for Residential Handicapped Parking Space – YMCA of Muncie at 315 E. Columbus Dr.:

Upon inspection of application, it was determined that it was filed by an employee of the YMCA, Mr. Brammer, who is wheelchair bound and in need a designated handicap parking spot in front of the office building. Linda Gregory noted that if the Board approves this request, they cannot guarantee that a handicap spot in a public parking lot will always be available for him when he needs it. City Engineer Adam Leach approached to state typically the handicap parking permits are strictly for residential use because essentially, they just put up a handicap sign in front of the residents' house for it is marked as permanent parking. They cannot guarantee people will not park in other permanent parking spots but it could be towed if other people do and there is a handicap sign. Again, this typically isn't done for businesses because every business is required to have ADA parking so it is kind of superfluous. President Ted Baker announced if there are remaining questions and the Board has misunderstood something then they can rediscuss this. No action taken on this matter.

11. Amendment to Subrecipient Agreement – Community Development and Muncie

Mission Ministries HOME ARP Supportive Services Contract: Nikita Adams, CDBG Public Service Coordinator, explained this amends the contract with the Muncie Mission. They originally signed it in August of 2023 for \$4,882 to attend mandatory conferences for low-income housing tax credit application. They were short 1 month of the trainings on the original contract so this just adds \$1,200 bringing it up to \$6,082 to get them to the final one before applying in July. President Ted Baker assured those funds are available. Nikita Adams responded yes. Linda Gregory moved to approve the

amendment to the subrecipient agreement. Lola Mauer provided the second. Questions called. Motin passed by voice vote.

12. Bid Opening – 2024 Landscaping: Linda Gregory reads the 1 bid that was received. It was from **Specialty Tree Care LLC** with a unit bid price of **\$10,423.50**. Lola Mauer asked if that was in line with the budgeted amount they were expecting. Adam Leach, City Engineer, explained it is a unit bid prices so essentially, they just added all their unit bids together to get that one total figure. He will go through to double check and make sure they are balanced. If not, they will either have to come back to reject all bids and readvertise or approve. Matter taken under advisement.

13. Design Manual Adoption: Adam Leach, City Engineer, explained this is a request for a Public Hearing at the next Board of Works meeting. A Public Hearing is required by City Ordinance to change anything in the drainage standards. They will hold a Public Hearing to hear any comments that are made available and the new draft of the design manual is online under the Public Works site (169 pages). If no red flags are raised then they will (probably) be able to adopt it at the next meeting. Mr. Leach mentioned the state requirement because the Sanitary District just updated its MS4 permits for stormwater regulations. They were going to have to update the ordinance anyway so it worked out that it was already being done. They just have to get it done by June to make everybody happy. Lola Mauer confirmed this is to just hold a Public Hearing at the next Board of Works meeting which is next Tuesday (in observance of the Juneteenth holiday).

***President Baker announced next week’s Board of Works Meeting will be held on Tuesday, June 18, 2024 at 9:00 AM in observance of the Juneteenth Holiday. City Hall will be closed.**

14. Adjournment: There being no further business President Ted Baker adjourned the meeting at 9:18 a.m.

We will meet next Tuesday, June 18, 2024 (in observance of the Juneteenth holiday)

Board of Public Works and Safety

Ted Baker, President

Lola Mauer, Vice-President

Linda Gregory, Secretary

Lacey Jones, Recording Secretary