

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

1. Time & Place
2. Pledge of Allegiance
3. Members Present
4. Approval of the Minutes for August 23, 2023
5. Register of Claims
6. Future Choice Parking Lot Improvements
7. Application for Residential Handicapped Parking Space Renewal (1924 W. 10th Street)
8. Street Closure Parade & Procession Application, Walk to End Alzheimer's – Avery Smith (9/23/23)
9. Noise Exemption Application, Phi Kappa Psi Fraternity Party – Travis Shamel (9/2/23)
10. Department of Public Works/Streets, approval of Route Plat and Covenants
11. Office of Community Development, Homeowner Rehab Program (HORP) Contracts:
 - a. Home Savers of Delaware County,
 - b. ecoREHAB,
 - c. Greater Muncie, IN Habitat for Humanity
12. Local Firefighters #1348 Street Collections Reschedule
13. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
AUGUST 30, 2023 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 August 23, 2023:** President Ted Baker entertained a motion to approve. Lola Mauer moved to approve minutes from the August 23, 2023 meeting as printed. Linda Gregory provided a second. Motion passed by voice vote.
5. **Register of Claims:** Craig Wright, City Controller, wished to bring attention to a few claims:
 - ✓ Page 13 \$25,785.58 IMI Irving Materials MVH paving Russey.
 - ✓ Page 14 \$30,432.12 Accurate Stripping MVH Wheeling stripping.
 - ✓ Page 15 \$21,169.66 VS Engineering LR&S Tillotson project.
 - ✓ Page 18 \$33,807.40 Humana Insurance Fire Pension Medicare ins. supplement.
 - ✓ Page 18 \$34,073.60 Humana Insurance Police Pension Medicare ins. supplement.
 - ✓ EFTS \$70,153.83 UMR
 - ✓ EFTS \$12,871.80 Star Financial 2 snow plows
 - ✓ EFTS \$10,256.47 Star Financial dump truck and equipment
 - ✓ EFTS \$63,753.01 UMR

President Baker asked for questions or comments and entertained a motion. Linda Gregory made a motion to approve register of claims **284 Records** for a total amount of **\$468,960.83** as presented. Lola Mauer provided the second. Motion passed by voice vote.

6. **Future Choice Parking Lot Improvements:** Allen Wiseley, Community Development Office, submits a contract for approval that has been established with the lowest bid, Pridemark Construction, for \$43,759.12. The contents of the contract consist of plans drawn up by FlatLand showing what they intend to do. It is coming out of unused 2021 funds. Questions called. Lola Mauer moved to approve the contract. Linda Gregory provided the second. Motion passed by voice vote.
7. **Application for Residential Handicapped Parking Space Renewal (1924 W. 10th Street):** Alvena Newton requests renewal of her handicapped parking space. She has a bad back as well as arthritis and takes care of her grandson who is in a wheelchair. She owns her home the people on each side of her rent and she has had problems with renters parking there. In asking them to

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please not park there, she is told off and hurled some pretty nasty words. President Baker assures her they will protect her space. Linda Gregory asks if Ms. Newton calls the police when that happens. She informs she does and just last week had to call the police because a next door visitor parked there and she asked them to move but was told off. She apologized for the inconvenience and went in and called the police. Gregory states it is important the police have a record of that, even if they are not able to do much about it. She thanks the Street Department for coming out and moving the sign up 5 ft. to make it even with the walkway because it helps her when she is lifting her 12-year-old grandson into the car. Questions called. Linda Gregory moved to approve the handicapped space renewal. Lola Mauer provided the second. Motion passed by voice vote.

8. **Street Closure Parade & Procession Application, Walk to End Alzheimer's – Avery Smith (9/23/23):** Avery Smith, Alzheimer's Association, explains the Walk to End Alzheimer's is going to be on Saturday, September 23. They are hoping to raise \$90,000 to support Alzheimer's Care and Research in the state of Indiana and will be gathering in the Canan Commons Park area starting around 9:30 AM. There will be an opening ceremony followed by the walk with the 1-mile loop turning at Gilbert Street and the 2.5-mile loop using the Cardinal Greenway. Both will finish back at Canan Commons Park and start cleaning up about 12:00 PM. Both Police and Fire Chief have signed off on approval as well as the Greenway. Linda Mauer moved to approve the street closure & parade application. Linda Gregory provided the second. Motion passed by voice vote.
9. **Noise Exemption Application, Phi Kappa Psi Fraternity Party – Travis Shamel (9/2/23):** Travis Shamel recalls submitting two (2) noise exemptions, one for tomorrow, Thursday, August 31 and another for Saturday, September 2, 2023. He further explains meetings have been held with the Office of Student Conduct at Ball State, Office of Student Life and they are having a meeting with the University Police Department to further talk about these events in light of what recently happened, for better communication. There will be 8-9 Sober Monitors for both parties as well as an entrance and exit through IFC rules and regulations. The University is well aware through previous registration. It was confirmed that copies were filed out at the Street Department and not the City Clerk's Office, which has been accepting filings since the end of March 2023.

The Board agrees to discuss both applications although only having a copy for the 9/2 event. Shamel explains that per approval, they plan to start at 10:00 PM and run it for three (3) hours. If things get out of hand, it will be shut down early. President Baker advises in light of tightening up the policies, they will not approve anything past midnight but that does not mean they cannot continue after midnight, it just means the noise has to go down. That rule has been pretty consistent all summer. After being asked about crowd control, Shamel explains there are three (3) houses around their property, on Carson and Linden Street, along with a 6-ft. chain-link fence that goes around the property from the back alley all the way to the front. They also have 5-ft. snow fencing in front that blocks off the whole yard. He notes there has been previous issues with people trying to jump fences. There will be an entrance and exit in the front with three (3) Sober Monitors monitoring the door with the remaining five (5) Sober Monitors floating around the area of the yard and party making sure people are all right. In addition, there will be a First Responder/Sober tent inside the fenced area in the property to provide waters and support in case of an emergency. They are anticipating anywhere from 100 – 150 people attending although Shamel admits that number came from the IFC paperwork in the options to select. It is usually a normal flow of people moving and they don't usually have any more than that estimate, as well as 150 being the max for the amount of Sober Monitors they will have present. There will be alcohol at the event, also registered though IFC and Ball State as a social event with alcohol. IFC and Ball State will send 1-2 people out to survey the event before start to ensure everything is good such as no open containers. ID's will be checked and verification that no one is bringing in any outside alcohol will be enforced. Referring to problems in the past, Shamel admits there have been with paired events and explains they no longer do those. He refers to last year when the Board approved a 3-way pair with his and three other fraternity's and explains how difficult it was to put the last one on. Other students cannot always be trusted, unfortunately. Last September, there was a little bit of trouble with the university but that has all since been cleared up. Anything this Board has approved solo for Psi Kappa Psi has gone smoothly. Ball State University Police is working in collaboration with Sgt Cooper providing a few workshops on how to handle these events. President Baker confirms those representatives and individuals will have proper contact

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information if need be. Shamel answers yes and explains the Head Sober Monitor will have that information so when the police do come then the contact is there with someone who is sober and able to do the job right. Questions called.


Lola Mauer moved to approve the application Linda Gregory provided a second. Before voting, Gregory states she has struggled with this because they have denied other noise exemptions but thinks Mr. Shamel is acting responsibly, anticipating the problems and has adequate crowd control. President Baker clarifies the noise exemption will only go to midnight. Regarding the 8/31 noise exemption application, the Board takes the same vote. Motion passed by voice vote.

10. **Department of Public Works/Streets, approval of Route Plat and Covenants:** Phil Tevis, FlatLand Resources, explained this is a restrictive covenant for a levee over on the east side of town at the Kitselman Trailhead. The restrictive covenant puts a piece of property and perpetuity for the sole purpose of maintaining and operating a levee to protect flood areas that would be west of the levee. It is on City property so the covenant would restrict that ground. It is in the flood plain and no one could ever build there in the future. President Baker mentioned the detailed maps that provided and clarified the City Engineer Adam Leach has confirmed them. Mr. Leach answered he has and they all look good. Questions called. Linda Gregory moved to approve the restrictions for the levee at Kitselman Trailhead. Lola Mauer provided the second. Motion passed by voice vote.
11. **Office of Community Development, Homeowner Rehab Program (HORP) Contracts:** Allen Wiseley, Community Development Office, stated this is home repairs for low-income homeowners. Everyone helped through this program is 80% of area median income or below. There is one pot of money, which for this year is \$268,000, and they will front fund each of three (3) organizations: Home Savers of Delaware County, ecoREHAB, and Habitat for Humanity at about \$25,000 at a time. Through the Community Development Office, they will vet potential homeowners and make sure they meet the federal income qualifications, do a home inspection, make sure they meet habitability, and do an environmental review. The Office assigns them to various organizations based on what type of project it is and what they already have assigned. When the \$25,000 is all used up, the organization comes back to Community Development to request additional funding. That is the repeated process until the \$268,000 is gone – which is why it is one amount for all three (3) contracts because they all do different things. Habitat and ecoREHAB just do Community Development roof projects and in between the two, they did seventeen (17) roofs out of 2022 funds. Home Savers does primarily HVAC work like replacement furnaces and air conditioners as well as ramps (especially) and tub to showers conversions. There were thirty-one (31) projects completed out of the funds from last year. Lola Mauer asks if a report is generated of what all was completed. Wiseley answers yes, they present a claim for each one that the Community Development Office ultimately has to approve. They go and get the bids for the projects and submit that all to the Office who then approves it. Each organization gets a service fee per project from the Office and cannot obtain that until they have turned everything in for that project and the Office has approved it. Questions called. Linda Gregory comments it is a heavy paperwork type or reporting to get that reimbursement but the projects that are done make a difference in people's lives. She does not know how the City would operate without these three (3) organizations. Wiseley adds that they receive many phone calls from people who do not live in the City of Muncie like Yorktown or Selma is adamant that it only pertains to the City of Muncie. Lola Mauer moved to approve the contracts with Home Savers, ecoREHAB, and Habitat for Humanity. Linda Gregory provided the second. Motion passed by voice vote.
12. **IAFF Local #1348 Firefighters Street Collections Reschedule:** Dates for the 2023 Fire Dept. street collections were approved at the BOW meeting on May 10, 2023. Due to the excessively high temperatures experienced on Friday, August 31, street collecting was cancelled. It has now been requested to reschedule an alternate date for this Friday, September 1. Linda Gregory moved to approve the alternate date. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
13. **Adjournment:** There being no further business President Baker adjourned meeting at 9:30 a.m.

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We will meet next Wednesday, September 6, 2023

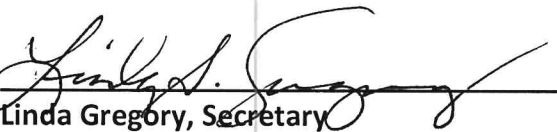
Board of Public Works and Safety



Ted Baker, President

Lola Mauer

Lola Mauer, Vice-President



Linda Gregory, Secretary



Lacey Jones, Recording Secretary