

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

1. Time & Place
2. Pledge of Allegiance
3. Members Present
4. Approval of the Minutes for September 13, 2024
5. Register of Claims
6. Amending the Travel Policy for City of Muncie Employees & Public Officials
7. Prairie Creek RTP, Dustin Clark
8. Street Closure Application, Fire Up Downtown AMENDMENT
9. Street Closure Application, Downtown Artswalk
10. Street Closure Application, Costumed Creature Crawl
11. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MUNCIE, STATE OF INDIANA
SEPTEMBER 18, 2024
CLAIMS PACKET & MEETING MINUTES**

1. **Board of Public Works and safety, City of Muncie, State of Indiana, met in City Hall Auditorium, at 2:00 P.M.**
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Ted Baker/ABSENT – Lola Mauer – Linda Gregory
4. **Approval of the Minutes for September 13, 2024:** Vice-President Lola Mauer entertained a motion to approve. Linda Gregory moved to approve minutes from the September 13, 2024 meeting as printed. Lola Mauer 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 4 \$10,000 Page 12 \$16,436.25 Ed Martin of Anderson Police 2025 Chevrolet Trax.
 - ✓ Page 5 \$103,090.15 Hoosier Fire Equipment duty gear for 22 recruits.
 - ✓ Page 6 \$104,588.60 Fredericks ARP Substance Abuse Center.
 - ✓ Page 10 \$26,474.91 E&B Paving Barr/Princeton paving.
 - ✓ Page 10 \$159,840.18 WSP USA MVH engineering stormwater, design support, project management.
 - ✓ Page 12 \$25,012 Lexipol Police law enforcement policy manual.
 - ✓ Page 12 \$23,330.57 Delaware County Auditor August court cost due county.

Linda Gregory moved to approve register of claims of **190 Records** for a total amount of **\$733,221.21** as presented. Lola Mauer provided a second. Questions called. Motion passed by voice vote.
6. **Amending the Travel Policy for City of Muncie Employees & Public Officials:** Craig Wright, City Controller, explained it was decided that it was time to update the travel policy for associates having to go out of town on business for the City. Right now, the allowance for food is \$35 which is quite low in today's society and the new rate is per the standard set by the IRS. Certain language is put in so they won't have to continue amending it and whatever the IRS has for per diem is what Muncie will be set at. The meal allowance will be \$59 and travel for reimbursement on any personal car usage is \$0.67 per mile. Linda Gregory understands this revision allows updates to the policy without them having to approve it continuously following state and federal policies and they won't have to change it anytime one of those rate changes. Wright confirms. Linda Gregory moved to approve the resolution amending the travel policy. Motion passed by voice vote.
7. **Prairie Creek RTP:** Dustin Clark, Prairie Creek, referred to the bid(s) to be opened. He informs this project is the continuation of a multi-phase project that started way before the current Administration and will probably continue on long after. This is phase 3 which

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will include about 1.15 miles of multi-use trail extending from the southeastern quadrant of the property north to the public beach. It will basically go where the hike trail is now to the beach area which is now a free public beach. Again, this is construction and design of that area with removal of invasives. Linda Gregory opened and read the bid aloud:

<i>Company</i>	<i>Engineering on Cost Savings</i>	<i>Price per basis of RFP</i>
FlatLand Resources	\$326,150	\$370,450

Linda Gregroy then confirmed provisions are in place and that there is a pre-estimate of what the services ought to be since only one (1) bid was filed. Clark responded yes, there is a pre-estimate. Matter Taken Under Advisement.

- 8. Street Closure Application, Fire Up Downtown AMENDMENT:** Cheryl Crowder, Muncie Downtown Development Partnership, mentioned BOW previously approved this street closure for Fire Up Downtown but she is here requesting it be amended to include the closure of the 100 block of Walnut Street on September 20 (the date before the event) beginning at 10:00 P.M. It will be after all the restaurants in that block close so they can get a head start on setting up the sound stage. Approval was provided from both the Police and Fire Chief. Linda Gregory moved to approve the street closure amendment. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
- 9. Street Closure Application, Artswalk:** Cheryl Crowder has two (2) other applications she wasn't able to get on the agenda but requests the BOW consider. The Artswalk will begin at 2:00 PM on October 3 and the street closure is to accommodate the YART artists setting up as well as getting the Soup Crawl set up on that date. It will all be done by 8:00 PM. Linda Gregory moved to approve the street closure application. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
- 10. Street Closure Application, Costumed Creature Crawl:** Cheryl Crowder, again, explained the Costumed Creature Crawl will be on October 26 with the street closure request beginning at 1:00 PM. They will start at the County Building heading south down Walnut Street where they do a little contest and the kids go trick-or-treating downtown. It is a very short closure as that is a very big day with the Ball State Homecoming taking place as well. The police have been very gracious figuring out how to get this done. Linda Gregory moved to approve the street closure. Lola Mauer provided the second. Questions called. Motion passed by voice vote.
- 11. Adjournment:** There being no further business Vice-President Lola Mauer adjourned the meeting at 9:11 a.m.

We will meet next Wednesday, September 25 at 9:00 AM

Board of Public Works and Safety

Ted Baker, President

Lola Mauer

Lola Mauer, Vice-President

Linda A. Gregory

Linda Gregory, Secretary

Lacey Jones

Lacey Jones, Recording Secretary