



## Board of Public Works and Safety Agenda

**MEETING DATE:** Monday, June 2, 2025, at 11:30 AM

**MEETING PLACE:** Madison City Hall- Council Chambers

- A. Calling of roll and notice of absentees.
- B. Approval of minutes
- C. Claims
  - General
  - Payroll
- D. Adjustments
- E. Unfinished business
- F. New business
  - Director of Facilities, Streets, & Solid Waste, Chris Hale
    - Contract Earth Shaping LLC
  - Police Chief, Shawn Scudder
    - Traffic Safety Initiative
  - PACE, Brenna Haley, Historic Preservationist:
    - Application: 611 W. 2<sup>nd</sup> St.
- G. Mayor's comments
- H. Public comments
- I. Next Meeting: **Monday, June 16, 2025**
- J. Motion to adjourn.

*City of Madison acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. To assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to City sponsored public programs, services and/or meetings, the City requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and/or meeting. To plan, contact ADA Coordinator at 812-265-8300.*



# MADISON *Indiana*

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## Board of Public Works and Safety Minutes

**MEETING DATE:** Monday, May 19, 2025, at 11:30 AM

**MEETING PLACE:** City Hall- Council Chambers

The Board of Public Works and Safety, City of Madison, Indiana, met at 11:30 AM in the Council Chamber, City Hall.

**Calling of roll and notice of absentees:** Eaglin, Courtney, and Carlow were present (3-0).

**Approval of Minutes:** Eaglin moved to approve the May 5, 2025, minutes, seconded by Carlow. All in favor, motion carried (3-0).

**Claims—General/Payroll:** Carlow moved to approve the general and payroll claims as submitted, seconded by Eaglin. All in favor, motion carried (3-0).

**Adjustments:** None.

**Unfinished Business:** None.

### New business:

**Resolution 2025-23B: Establishing "American Legion Way:** Mayor Bob Courtney submitted a request for Milton Street to also be known as "American Legion Way" in recognition of the American Legion's role as a sanctuary for local veterans and its longstanding support of the community. A proposed resolution was presented to the Board of Public Works and Safety outlining the honorary designation and the installation of appropriate signage by the Street Department. **Motion:** Courtney moved to approve Resolution 2025-23B, seconded by Carlow. All in favor, motion carried (3-0).

**Resolution 2025-24B: Street Closing for Juneteenth Picnic – June 22, 2025:** Sue Livers, on behalf of Friends of the Lanier Mansion, submitted a request for street closures in connection with the group's Juneteenth Picnic scheduled for Sunday, June 22, 2025. A proposed resolution was presented to the Board of Public Works and Safety outlining the closure of Vine Street from Second Street to the north side of the Visitor Center parking lot from 2:00 p.m. to 7:00 p.m. on the day of the event. **Motion:** Eaglin moved to approve Resolution 2025-24B, seconded by Courtney. All in favor, motion carried (3-0).

**Resolution 2025-25B: Street Closing for Juneteenth 5K – June 21, 2025:** Sue Livers, on behalf of Friends of the Lanier Mansion, submitted a request for street closures related to the group's Juneteenth 5K Run/Walk scheduled for Saturday, June 21, 2025. A proposed resolution was presented to the Board of Public Works and Safety detailing the closure of the following streets from 7:45 a.m. to 10:00 a.m.: Sixth Street from West Street to Fifth Street; Fifth Street from the east side of the KDH medical office entrance to Springdale Cemetery; Elm Street from Fifth Street to Third Street; Broadway Street from Fifth Street to Presbyterian Avenue; Presbyterian Avenue from West Street to Vine Street; Vine Street from Fourth Street to Third Street; Third Street from Vine Street to Poplar Street; Poplar Street from Third Street to Presbyterian Avenue; and Fourth Street from Vine Street to Elm Street. **Motion:** Carlow moved to approve Resolution 2025-25B, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-26B: Street Closing for Firecracker 10K – July 1, 2025:** The Madison Area Run Club submitted a request for street closures in connection with its Firecracker 10K scheduled for Saturday, July 1, 2025. A proposed resolution was presented to the Board of Public Works and Safety outlining the closure of the following streets from 7:30 a.m. to 12:00 p.m.: Wilson Avenue between Cub Trail and Lanier Drive; Lanier Drive between Wilson Avenue and the Madison State Hospital entrance; Hanging Rock Hill between the Madison State Hospital entrance and Third Street; Third Street between Cragmont Street and Broadway Street; and Broadway Street between Third Street and Fifth Street. **Motion:** Carlow moved to approve Resolution 2025-26B, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-27B: Street Closing for Regatta Waterball – July 1, 2025:** Kim Washer, on behalf of Madison Regatta, Inc., submitted a request for street closures in connection with the organization's annual Madison Regatta Waterball Fight scheduled for Tuesday, July 1, 2025. A proposed resolution was presented to the Board of Public Works and Safety outlining the closure of Main Street between Poplar Street and Elm Street, and Broadway Street between Second Street and Third Street, from 4:30 p.m. to 9:00 p.m. on the day of the event. **Motion:** Carlow moved to approve Resolution 2025-27B, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-28B: Street Closing for Regatta Balloon Glow – June 14, 2025:** Kim Washer, on behalf of Madison Regatta, Inc. and the Riverboat Inn, submitted a request for a street closure in connection with the Madison Regatta Balloon Glow scheduled for Saturday, June 14, 2025. A proposed resolution was presented to the Board of Public Works and Safety outlining the closure of Vaughn Drive from the east side of the Madison/Milton Bridge to Ferry Street from 4:00 p.m. to 10:00 p.m. on the day of the event. **Motion:** Courtney moved to approve Resolution 2025-28B, seconded by Eaglin. All in favor, motion carried (3-0).

**Resolution 2025-29B: Hometown USA Parade – July 4, 2025:** Brett Ricketts, on behalf of the City of Madison, submitted a request for street closures in connection with the annual Hometown USA Parade scheduled for Friday, July 4, 2025. A proposed resolution was presented to the Board of Public Works and Safety outlining closures beginning at 3:00 p.m. until the end of the parade for Jefferson Street between the south side of Main Street and the north side of First Street; Second Street between the east side of Jefferson and the west side of Walnut Street; Second Street between the east side of Walnut and the west side of East Street; and the parking lot located at the southeast corner of the Jefferson and Second Street intersection. Additional closures from 5:00 p.m. until the end of the parade include Main Street from the intersection at Jefferson to the west side of Cragmont Street, and Cragmont Street from the north side of West Second Street to the south side of West Third Street. The resolution also calls for "No Parking" from 12:00 p.m. until the end of the parade on the eastbound parking lanes of Main Street between the west side of East Street and the east side of Jefferson Street; both eastbound and westbound parking lanes of Main Street between the intersection at Jefferson and the west side of Cragmont Street; both northbound and southbound lanes of Jefferson Street between the north side of First Street and the south side of Main Street; both eastbound and westbound parking lanes of Second Street between the east side of Jefferson and the west side of East Street; the 100 block of Wall Street; the north side of the 800 block of West Third Street between Cragmont and Wall Street; and the first three parking spaces on the north side of the 700 block of West Third Street heading east. **Motion:** Eaglin moved to approve Resolution 2025-29B, seconded by Carlow. All in favor, motion carried (3-0).

**Resolution 2025-30B: Street Closing for JC Youth Shelter Duck Race – August 9, 2025:** Troy Hedges submitted a request for street closures in connection with the 11th Annual Duck Race at Broadway Fountain scheduled for Saturday, August 9, 2025. A proposed resolution was presented to the Board of Public Works and Safety outlining the closure of both southbound and northbound lanes of Broadway Street from the north side of Main Street to the south side of Third Street from 1:00 p.m. to 5:00 p.m. on the day of the event. **Motion:** Eaglin moved to approve Resolution 2025-30B, seconded by Carlow. All in favor, motion carried (3-0).

**Resolution 2025-31B: Street Closing for Thornton's Bike Show – August 24, 2025:** Tammy Schwagmeier, on behalf of Thornton's Motorcycle Sales, submitted a request for street and parking lot closures in connection with Thornton's Bike Show scheduled for Sunday, August 24, 2025. A proposed resolution was presented to the Board of Public Works and Safety outlining the closure of Vaughn Drive between the west side of West Street and the east side of Poplar Street, and Central Avenue from the bollard south to Vaughn Drive, from 7:00 a.m. to 6:00 p.m. on the day of the event. **Motion:** Eaglin moved to approve Resolution 2025-31B, seconded by Carlow. All in favor, motion carried (3-0).

**Vacant and Abandoned Update – Building Inspector, Bryan Shaw:** Bryan provided the board with an update on the address for 755+ W Third Street, including the current status of its demolition. He also shared updates on the two active demolition permits for 849 East Street and 145 Lafayette Street. Additionally, Bryan recommended revisiting the fees and expiration dates associated with demolition permits, pending his review of the existing ordinances to determine if adjustments are possible. Bicentennial bathrooms will be open this weekend after remodeling.

**PACE Applications – Historic Preservationist, Brenna Haley:** 1030 Park Avenue is a dilapidated structure grant for \$25,000.00. The applicants are requesting the full amount of the PACE grant. Work would include replacing doors and windows, adding support beams for sagging brick, masonry repair, adding a portico to the front, and adding concrete patios. 204 East Street is a rehabilitation grant for \$7,500.00. Work would include the replacement of the ceiling of the first porch, the floor of the second-story porch, and extending the first-floor porch. 523 Jefferson Street is a rehabilitation grant. Work would include repairing the rock wall, repairing, and painting the windows, repainting the exterior of the house, and repairing and replacing the fascia boards and soffits. 611 W Second Street has proposed work that includes tuckpointing, brick repair, and window replacement, but there is a lack of funding left over from the last PACE process. Brenna is recommending that the city transfer money from the 75% target area's dangerous and dilapidated fund into the general fund for \$13,460.97. With this transfer, it would increase 532 Jefferson Street to the full \$ 7,500.00 and provide a \$7,500.00 grant to 611 W Second Street. **Motion:** Eaglin moved to approve the four PACE Applications, seconded by Carlow. All in favor, motion carried (3-0).

**PACE Midpoint – Historic Preservationist, Brenna Haley:** 604 Mulberry Street is a dilapidated structure grant. So far, work has included masonry repair, a reconstructed kitchen addition, a reconstructed back porch, replacement of the stairs, electric, plumbing, HVAC system, floor framing, and a basement floor. The applicant is requesting a midpoint disbursement of \$12,500.00. **Motion:** Eaglin moved to approve the PACE Midpoint, seconded by Courtney. All in favor, motion carried (3-0).

**PACE Final – Historic Preservationist, Brenna Haley:** 805 E Second Street was a rehabilitation grant. The applicants are requesting the full disbursement amount of \$7,232.88. Work included the replacement of windows. **Motion:** Eaglin moved to approve the PACE Final, seconded by Carlow. All in favor, motion carried (3-0).

**Mayor's Comments:** Festival season for the City of Madison is coming up. There is a Council meeting tomorrow night, which features the establishment of two three-way stops on Vaughn Drive on the agenda.

**Public comment:** None.

**Next meeting:** Monday, June 2, 2025, at 11:30 AM.

**Adjourn:** Eaglin moved to adjourn, seconded by Carlow. All in favor, motion carried (3-0).

Attested:

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**Shirley Rynearson, Clerk-Treasurer**

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**Mayor Bob Courtney**

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**Karl Eaglin**

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**David Carlow**





# MADISON *Indiana*

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## CONTRACT FOR SERVICE AGREEMENT

**Between the City of Madison, Indiana and Earth Shaping, LLC**

**Contract Period: 1/1/25 – 1/1/26**

This agreement is entered into by and between the City of Madison, Indiana, and Earth Shaping, LLC. for a period of one year.

Whereas, Earth Shaping, LLC has agreed to grind and haul all materials from the City of Madison Transfer Station compost yard no more than two times per year, unless approved in advance; and

Whereas, Earth Shaping, LLC will charge the City of Madison \$12,500.00 each time the compost is ground and hauled away,

The City of Madison agrees to allow Earth Shaping, LLC exclusive rights to grind and haul compost providing terms and services are agreeable to both parties.

The City of Madison has the option to extend this contract for a period of five years, at the same rate, if the contract is executed by the end of this contract term.

All invoices should be emailed to [invoices@madison-in.gov](mailto:invoices@madison-in.gov) or mailed to City of Madison, Attn: Gina Center, 101 West Main Street, Madison, IN 47250.

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Bob G. Courtney  
Mayor of Madison

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Date

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Lenny Hale  
Owner, Earth Shaping, LLC.

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Date



# MADISON

*Indiana*  
Planning, Preservation and Design

101 W Main St  
Madison, IN 47250  
(812) 265-8324

## PACE Grant Approval

Property Address: 611 W. Second St.

Applicant Name(s): Susan Eckert

### P.A.C.E. Review Committee

Date of approval: 5/13/25

PACE Program Staff: Brenna R. Halcy

Grant Amount Approved: \$ 75.00

### Mayor

Date of approval: \_\_\_\_\_

Mayor: \_\_\_\_\_

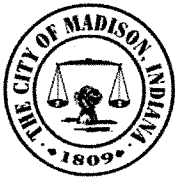
### Board of Public Works and Safety

Date of approval: \_\_\_\_\_

Board of Public Works and Safety Representative: \_\_\_\_\_

Date of approval: \_\_\_\_\_

Board of Public Works and Safety Representative: \_\_\_\_\_



# MADISON

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Planning, Preservation and Design

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Madison, IN 47250  
(812) 265-8324

## PACE Total Approval

Susan Eckert has been approved by the Board of Public Works to receive a PACE grant for \$7500  
(amount) for the project at 211 W. Second St. (address)

\_\_\_\_\_  
Signature (PACE Program Staff)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Mayor)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Board of Public Works and Safety)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Board of Public Works and Safety)

\_\_\_\_\_  
Date

## PACE Midpoint Check

I, \_\_\_\_\_ (Print Name), received a check for \_\_\_\_\_ (amount) from the PACE grant for the  
project at \_\_\_\_\_ (project address).

\_\_\_\_\_  
Signature (Applicant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (PACE Program Staff)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Mayor)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Board of Public Works and Safety)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Board of Public Works and Safety)

\_\_\_\_\_  
Date

## PACE Final Check

I, \_\_\_\_\_ (Print Name), received a check for \_\_\_\_\_ (amount) from the PACE grant for the  
project at \_\_\_\_\_ (project address).

\_\_\_\_\_  
Signature (Applicant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (PACE Program Staff)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Mayor)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Board of Public Works and Safety)

\_\_\_\_\_  
Date





# MADISON

*Indiana*  
Planning, Preservation and Design

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## Application for P.A.C.E. Preservation & Community Enhancement Grant Program

Application Fee: \$10.00

Purpose: Application is hereby made to request funding from the 2025 PACE Program. This application must be filed prior to work beginning on a property located within the City of Madison. This application does not replace the need for approval from the HDBR for properties located downtown or a Building Permit.

### APPLICANT INFORMATION

Date: 2-11-2025  
Property Owner Name: Susan J. Eckert  
Mailing Street Address: 5350 Washington Blvd.  
City: Indianapolis State: In Zip: 46220  
Phone (Preferred): 317-430-6423 Phone (Alternate): -  
Email: suzelleeckert@gmail.com

### PROJECT INFORMATION

Street Address: 611 W. 2nd. Street  
Total Cost of Project (include all costs to complete the entire project): \$15,000  
Estimated Date of Completion of Work: July 1, 2025  
☐ Hilltop ☒ Downtown

### GRANT INFORMATION

☒ Rehabilitation (Downtown) Grant ☐ Curb Appeal (Hilltop) Grant ☐ Dilapidated Structures Grant ☐ Dangerous Buildings Grant

Amount of Grant Requested (can be obtained from the office): \$7500

### A PACE grant application must include the following documents:

- ☐ Complete application
- ☒ Photographs of existing conditions of Property
- ☐ Project Plans (required if altering footprint or openings)
- ☐ Copies of Construction Quotes for the project
- ☐ Certificate of Appropriateness (COA) (If applicable)
- ☒ Proof of Property Insurance
- ☒ Proof of Ownership (Deed)
- ☐ Certificate of Incorporation (if organization/business)
- ☐ Unsafe Letter (Required for Dangerous Structures Grant and Recommended for Dilapidated Structures)



### DESCRIPTION OF THE PROJECT

Please describe the project and the property's current condition.

Remove Four Windows on Front of house and  
replace with Aluminum clad windows

Multiple areas on west side of house have mortar  
+ brick cracking issues, dig out damaged mortar  
+ retuck point as needed

☐ Additional pages are attached.

### DETAILED PROJECT SCHEDULE

Show how the project will be completed within a 12-month time period. If the project will take longer than 12 months, please explain.

Estimated start date of June 1<sup>st</sup>, 2025  
and estimated completion July 1<sup>st</sup>, 2025

☐ Additional pages are attached.



## DETAILED PROJECT BUDGET WORKSHEET

List all major tasks necessary to complete the proposed Project, the total budget, and the matching grant amount requested. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor. The Detailed Project Budget Worksheet does not replace the need to include copies of construction quotes from a registered contractor. If a copy of quote from a registered contractor is not provided, the application will be deemed incomplete.

Task #	Description of Work and/or Material Please Reference Appropriate Quote (Must be attached)	Total Task Budget	Amount of Grant Funds (50% max)
	SAMPLE: Lumber and supplies per sales ad from Lowe's	\$1,076	\$538.00
1	<del>Replace columns on front porch matl</del>	<del>5500</del>	
2	<del>Replace columns on front porch labor</del>	<del>5,000</del>	
3	Replace 4 front windows w/aluminum clad matl	8,000	
4	replace 4 front windows w/aluminum clad labor	5,000	
5	Mortar Tuck Pointing on West side Matl	500	
6	Mortar Tuck Pointing on West side Labor	1,500	
7			
8			
9			
10			
	Totals	15,000	

☐ Additional pages are attached.

## DETAILED REBUILDING PLAN (ONLY FOR DANGEROUS BUILDINGS GRANT APPLICATIONS)

Please explain what you will be rebuilding after the building is demolished. You must include a timeline for the rebuilding plan.

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☐ Additional pages are attached.



# MADISON

*Indiana*  
Planning, Preservation and Design

101 W Main St  
Madison, IN 47250  
(812) 265-8324

## **Applicant must read and initial the following:**

S.E. I understand that the grant funds must be used only for the project described in this application. The work for a Rehabilitation, Dangerous Buildings, or Curb Appeal project is not completed within the original twelve (12) months along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

S.E. I understand that the grant funds must be used only for the project described in this application. The work for a Dilapidated Structures project is not completed within the original approval period (twelve (12) or twenty-four (24) months) as approved by the Board of Works and Safety along with any approved extension by the City of Madison Board of Works and Safety, then all funds previously provided to the Recipient(s) shall be returned to the City of Madison. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

S.E. I understand that I must receive all required permits from the Office of Planning, Preservation, and Design and from the State of Indiana prior to beginning work on my project or I will forfeit any awarded grant monies.

S.E. I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

S.E. I understand that if any plans to the project change or if the contractor changes, I must notify the P.A.C.E. Grant Program Staff prior to the project construction continuing.

S.E. I understand that all property taxes must be current and that there cannot be any current tax liens against the property or current litigation between the City of Madison and the applicant. I understand that if one of these is not true, my application will not be considered for funds.

\_\_\_ I understand that if I am applying for a Dilapidated Structures Grant, I am required to complete the full renovation exterior of the building including paint.

\_\_\_ I understand that if I am applying for a Dangerous Buildings Grant, infill construction must be completed within 2 years after approved funding. Final disbursement of funds will be withheld until such time that construction is completed.

**I certify that I have read the P.A.C.E. Program Guidelines and that all required documents are included in my final application packet.**

*John Ecker*

**Applicant(s) Signature**

2-11-2025  
**Date**

### **Documentation Review (Completed by Planning Office)**

- ☐ Complete application
- ☐ Photographs of Property
- ☐ Project Plans (If required)
- ☐ Copies of Construction Quotes
- ☐ COA application filed (If applicable)
- ☐ Proof of Property Insurance
- ☐ Proof of Ownership (Deed)
- ☐ Certificate of Incorporation (If required)
- ☐ Unsafe Letter (If required)

Staff Notes

# Proposal

Page # \_\_\_\_\_ of \_\_\_\_\_ pages



3818 Papermill Rd.  
Madison, IN 47250  
812-265-ROOF  
877-766-3640  
www.pettitcontracting.com



## HOME IMPROVEMENT PROPOSAL

Proposal Submitted To: <u>Susie Eckert</u>	Job Name	Job #
Address <u>611 W Second St</u>	Job Location	
<u>Madison, IN</u>	Date <u>2-12-25</u>	Date of Plans
Phone #	Fax #	Architect <u>Reddy</u>

We hereby submit specifications and estimates for: \_\_\_\_\_

Replace 7 columns on front porch with new like matl 5500  
columns labor 5000  
10,500

Replace front 4 windows with aluminum clad matl 8,000  
wood interior windows labor 5,000  
13,000

Repair mortar on west side of house Matl 500  
labor 1500  
2,000

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ 15,000 Dollars

with payments to be made as follows: \_\_\_\_\_

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully  
submittedNote — this proposal may be withdrawn by us if not accepted within 30 days.

### Acceptance of Proposal

Signature \_\_\_\_\_

Signature \_\_\_\_\_

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.  
Payments will be made as outlined above.

Date of Acceptance \_\_\_\_\_



