



# MADISON *Indiana*

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## **Board of Public Works and Safety Minutes**

**MEETING DATE:** Monday, March 16, 2026, 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:** Courtney and Carlow were present. Eaglin was absent (2-1).

**Approval of Minutes:** Carlow moved to approve the March 2, 2026, minutes, seconded by Courtney. All in favor, motion carried (2-0).

**Claims—General/Payroll:** Carlow moved to approve the general and payroll claims as submitted, seconded by Courtney. All in favor, motion carried (2-0). The general claims totaled \$1,226,090.62, and the payroll claims totaled \$273,811.43.

**Adjustments:** None.

**Unfinished Business:** None.

### **New business:**

**Aquatic Care Services Agreement:** This three-year contract is for a yearly visit for opening, closing, and mid-season checkup and training. With advice from the City Attorney, Joe Jenner, the contract should be reviewed again to suggest an initial term of 12 months, and no auto-renewal. **Motion:** Courtney moved to approve the contract with the conditions that it is a 12-month term and no auto-renewal, seconded by Carlow. All in favor, motion carried (2-0).

**Professional Services Agreement w/ JTL:** The 2026 contract with JTL is a standard professional services agreement structured on a time-and-materials basis, with a not-to-exceed amount of \$50,000. This agreement allows the City to utilize JTL for additional engineering services as needed, providing support for various projects, ideas, and technical questions across all City departments. **Motion:** Carlow moved to approve the Professional Services Agreement with JTL, seconded by Courtney. All in favor, motion carried (2-0).

**Sunset Cinema Contract:** This contract with Sunset Cinema provides for five movies to be shown as part of the City's Movies in the Park series throughout the summer. The agreement is consistent with prior contracts the City has had with Sunset Cinema. **Motion:** Courtney moved to approve the contract with Sunset Cinema, seconded by Carlow. All in favor, motion carried (2-0).

**Resolution 2026-6B: Repealing and Replacing the 2008 Policy and Procedure Employee**

**Manual:** The Board of Public Works and Safety, as the City's administrative body, was presented with an updated Employee Handbook for approval, establishing official employment policies and standards for applicable City departments and employees. The Council, as the fiscal body, will approve provisions related to employee benefits. The proposed handbook, effective April 7, 2026, will replace and supersede all prior employee manuals, policies, and procedures, including Resolution No. 47-2008 adopted on November 3, 2008. **Motion:** Carlow moved to approve Resolution 2026-6B, seconded by Courtney. All in favor, motion carried (2-0).

**Resolution 2026-7B: Street and Parking Lot Closings for the Freedom Center Mindful**

**Connections:** Emily Applegate, on behalf of The Freedom Center, requested the temporary closure of 20 parking spaces along Vaughn Drive (south side of Bicentennial Park) for the Mindful Connections event. The Board was asked to approve the closure from 6:30 p.m. to 10:30 p.m. on Saturday, May 16, 2026. **Motion:** Courtney moved to approve Resolution 2026-7B, seconded by Carlow. All in favor, motion carried (2-0).

**Resolution 2026-8B: Street Closings for Molly Dattilo 5K Run/Walk:**

Jim Leveille, on behalf of Molly Dattilo Run Walk, Inc., requested street closures for the annual Molly Dattilo 5K Run/Walk. The Board was asked to approve the closure of Vaughn Drive (between West Street and Poplar Street) from 5:30 a.m. to 11:15 a.m., along with additional route closures from 7:30 a.m. to 11:15 a.m., including Vaughn Drive from Vernon Street to Ferry Street (through the City Campground), St. Michael's Avenue from Vaughn Drive to First Street, First Street from St. Michael's Avenue to Vernon Street, Second Street from Elm Street to Vine Street, and Vernon Street from Vaughn Drive to First Street, on Saturday, May 9, 2026. **Motion:** Courtney moved to approve Resolution 2026-8B, seconded by Carlow. All in favor, motion carried (2-0).

**Resolution 2026-9B: Street Closings for Christian Motorcycle Association:**

Michael Whitesell, on behalf of the Christian Motorcyclists Association of Indiana, requested a street closure for the CMA Indiana State Rally. The Board was asked to approve the closure of Vaughn Drive (between West Street and Central Avenue) from 8:00 a.m. on August 28, 2026, through 10:00 p.m. on August 29, 2026. **Motion:** Courtney moved to table Resolution 2026-9B, seconded by Carlow. All in favor, motion carried (2-0).

**PACE Finals – 111 E Main St, 811 E Second St, 811.5 E Second St, & 515 Jefferson St:** 111 E. Main St. is a Dilapidated Structures Grant request for full disbursement in the amount of \$25,000. Improvements included comprehensive brick repair and tuckpointing, new roofing, fascia and gutter installation, window restoration, and interior and attic ceiling repairs. 811 and 811.5 E. Second St. are Dilapidated Structures Grant requests for \$25,000 each, totaling \$50,000. Work completed includes foundation and structural repairs, interior rewiring, gutter replacement, chimney repair, siding, and repainting. Courtney, with support from Brenna, recommended approval of the final disbursement for 811 E. Second St., and a midpoint disbursement of \$12,500 for 811.5 E. Second St., with final disbursement contingent upon resolution of the blighted shed area at the rear of the property. 515 Jefferson St. is a Rehabilitation Grant for \$7,500. Work included the replacement of six windows. **Motion:** Courtney moved to approve the PACE Final and Midpoint, including the conditions of 811/811.5 E Second St., seconded by Carlow. All in favor, motion carried (2-0). **Motion:**

Courtney moved to approve the PACE Finals for 111 E Main St. & 515 Jefferson St., seconded by Carlow. All in favor, motion carried (2-0).

**Staff Report: Utilities Superintendent – Brian Jackson:** The report given by Brian included 2025 Water and Sewer department stats and project updates. This report can be reviewed on the City of Madison YouTube channel.

**Director of Streets, Facilities, & Solid Waste – Chris Hale:** The report given by Chris included 2025 Streets, Facilities, & Solid Waste stats and project updates. This report can be reviewed on the City of Madison YouTube channel.

**Code Enforcement Officer – Duey O’Neal:** Report postponed until the next BPWS meeting.

**Mayor’s Comments:** At the next meeting, the goal is to introduce the Crooked Creek Stormwater Flood Mitigation plan to the board. There will be a bid opening for the CCMG1 at City Hall on March 30, 2026.

**Public comment:** None.


**Next meeting:** Monday, April 6, 2026, at 11:30 AM.

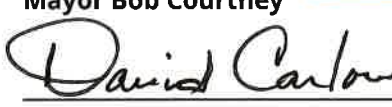
**Adjourn:** Courtney moved to adjourn, seconded by Carlow. All in favor, motion carried (2-0).

Attested:

  
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**Shirley Rynearson, Clerk-Treasurer**

  
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**Karl Eaglin**

  
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**Mayor Bob Courtney**

  
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**David Carlow**

