

Martinsville Board of Works and Safety
Meeting Agenda
Monday, April 13, 2026
6:30 PM - City Hall, Council Chambers (Room 202)

THE CITY OF
Martinsville
INDIANA



Call to Order

Roll Call

Consideration of the Minutes

- A. Consideration of the March 9, 2026, Board of Works and Safety Meeting Minutes
- B. Consideration of the March 23, Board of Works and Safety Meeting Minutes
- C. Consideration of the April 8, 2026, Executive Session Minutes

Consideration of Claims

Consideration of Sewer Adjustment Applications

- A. 260 S. Lincoln St. -- \$5,307.96
715 S. Ohio St. --- \$36.03
879 E. Washington St. -- \$328.80
359 N. Cherry St. -- \$1,466.05
2110 Mahalasville Rd, No. 382 -- \$3,406.16

Unfinished Business

- A. Consideration of Parking Evaluation and Recommendations
- B. Consideration of Request to Change Stop Sign Configuration

New Business

- A. Opening of Bids for Street Paving Project
- B. Consideration of Special Event/Street Closing Application - Independence Day Parade
- C. Consideration of Change Order for Technical Equipment at the Martinsville Entertainment Theatre
- D. Consideraton of Lawsuit Settlement

Next Regular Meeting

- A. The next regular meeting will be on Monday, April 27, 2026, beginning at 6:30 PM in

Any individuals who requires aid or service for effective communication, or a modification of policies or procedures to participate in a public meeting, program, service, or activity of the City of Martinsville, IN, contact Ben Meridia, ADA Coordinator, 56 North Main Street, Martinsville, IN, 46151, 765-342-6012, as soon as possible, but no later than 48 hours before the scheduled event.

the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, Indiana.

Adjournment

Any individuals who requires aid or service for effective communication, or a modification of policies or procedures to participate in a public meeting, program, service, or activity of the City of Martinsville, IN, contact Ben Meridia, ADA Coordinator, 56 North Main Street, Martinsville, IN, 46151, 765-342-6012, as soon as possible, but no later than 48 hours before the scheduled event.

**MARTINSVILLE BOARD OF WORKS AND SAFETY
MARTINSVILLE INDIANA
MORGAN COUNTY, INDIANA
MARCH 9, 2026**

Call to Order

Roll Call

Board of Works Kelly Bray
Mayor Kenneth Costin

A quorum was declared present.

Consideration of the Minutes

- A. Consideration of the Monday, February 23, 2026, Board of Works and Safety Meeting Minutes

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The minutes were Passed 2-0.

Consideration of Claims

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The motion was Passed 2-0.

Consideration of Sewer Adjustment Applications

- A. A. 629 S. Jefferson St. -- \$1,576.40
- B. 680 S. Grant St. -- \$109.22
- C. 760 E. Harrison St. -- \$404.24
- D. 360 N. Grant St. -- \$3,003.04
- E. 399 W. Morgan St. -- \$177.92

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The motion was 2-0.

New Business

- A. Consideration of Change Order No. 4 - North Levee

Troy Swann presented the change order to the board for their consideration. The change order is in the amount of \$218,243.75 and will come from the North Levee Fund.

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The motion was Passed 2-0.

- B. Consideration of Changes to Parking Patterns on Selected Streets

Mac Dunn presented the request to the board for their consideration. The request is to look at the parking on the following streets and to report back to the board with a proposal on how to address these areas:

East Pike - from Main Street to North 5th Street

The entirety of 5th Street

East Walnut Street- from Main Street to Home Avenue

West Harrison Street - from Main Street to Park Avenue

West Pike Street - from Main Street to Park Avenue

East Jackson Street- from Main Street to 2nd Street

East Washington Street - from 605 East Washington Street to 2nd Street

The report would be due back to the board at the first meeting in May. The fire and police departments would work on the report.

A motion to Table was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion.

The motion was Passed 2-0.

Next Regular Meeting

- A. The next regular meeting will be on Monday, March 23, 2026, beginning at 6:30 PM in the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, Indiana.

Adjournment

Name		Signature
Kelly Bray, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
John Lillywhite, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Kenny Costin, Mayor	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
ATTEST		
Name	Signature	Date
Benjamin K. Merida, Clerk-Treasurer		

**MARTINSVILLE BOARD OF WORKS AND SAFETY
MARTINSVILLE INDIANA
MORGAN COUNTY, INDIANA
MARCH 23, 2026**

Call to Order

Roll Call

Mayor Kenneth Costin
Board of Works John Lillywhite

A quorum was declared present.

Consideration of the Minutes

A. Consideration of the March 9, 2026, Board of Works and Safety Meeting Minutes

A motion to Table was made by Board of Works John Lillywhite. Kenneth Costin seconded the motion. The minutes were Passed 2-0.

Consideration of Claims

A motion to Approve was made by Board of Works John Lillywhite. Kenneth Costin seconded the motion. The motion was Passed 2-0.

Consideration of Sewer Adjustment Applications

A motion to Approve was made by Board of Works John Lillywhite. Kenneth Costin seconded the motion. The motion was Passed 2-0.

- A.
1. 260 W. Garfield Ave. -- \$25.90
 2. 788 S. Harriet St. -- \$465.04
 3. 629 S. Jefferson St. -- \$958.23
 4. 760 E. Harrison St. -- \$123.86
 5. 215 Morton Ave. -- \$5,153.71
 6. 5-40 South Dr. -- \$1,541.49

New Business

A. Consideration of Supplemental Agreement No. 1 – United Consulting

Mac Dunn presented the agreement to the board for their consideration. The agreement would

change the original agreement amount from \$92,500.00 to \$131,700.00 for United Consulting to extend services for the Maples Hills Subdivision. The \$39,200 will be for the design phase. The funding will come from the water and sewer funds and will be reimbursed by the county at the conclusion of the project. Dan Barrett from United Consulting confirmed that the project would be and should be completed by the end of 2026.

A motion to Approve was made by Board of Works John Lillywhite. Kenneth Costin seconded the motion. The motion was Passed 2-0.

B. Consideration of Changing Stop Sign Configuration at Burton Lane and Jordan Road

Mac Dunn presented the request to the board for their consideration. The request is to change the stop sign at Burton Lane and Jordan Road from the 3-way stop that it is currently. The police department will perform a traffic study and report back to the board with a recommendation. A motion to have the police department report back with a recommendation at the April 13th meeting was made by Board of Works John Lillywhite. Kenneth Costin seconded the motion. The motion was Passed 2-0.

Next Regular Meeting

- A. The next regular meeting will be on Monday, April 13, 2026, beginning at 6:30 PM in the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, Indiana.

Adjournment

Name		Signature
Kelly Bray, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
John Lillywhite, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Kenny Costin, Mayor	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
ATTEST		
Name	Signature	Date
Benjamin K. Merida, Clerk-Treasurer		

**MARTINSVILLE BOARD OF WORKS & SAFETY
MARTINSVILLE INDIANA
MORGAN COUNTY, INDIANA
WEDNESDAY, APRIL 8, 2026**

CALL TO ORDER

Mayor Costin called the meeting to order.

ROLL CALL

Kenny Costin, Mayor - Present
Kelly Bray, Board Member - Present
John Lillywhite, Board Member - Present
Ben Merida, Clerk Treasurer - Present
Dale Coffey, Attorney - Present

Pursuant to IC 5-14-1.5-6.1(b)(2), the purpose of the Executive Session was for the discussion strategy for litigation that is either pending or has been threatened. No action was taken at the meeting.

ADJOURNMENT

There being no further business, Mayor Costin declared the meeting adjourned.

Name		Signature
Kelly Bray, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
John Lillywhite, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Kenny Costin, Mayor	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
ATTEST		
Name	Signature	Date
Benjamin K. Merida, Clerk-Treasurer		

SEWER ADJUSTMENT APPLICATION

Account No.: 32 000 000

Date: 3-7-26

Name: Brian Blakley

Telephone No.: 765-315-8178 - 765-341-8486

Service Address: ~~1260~~ 1260 S. Lincoln St.

Month of Excessive Bill: 3-7-26

Excessive Bill Amount: 7273.26

Did the water pass through the sewer? Yes No

Detailed description of nature of leak: Broken Main pipe

Repair company information -- (Note: Please attach copy of repair bill.)

Name: Blakleys Restoration

Telephone No.: 765-315-8178

Address: 290 E. Harrison St.

765-341-8486

WATER UTILITY OFFICE USE ONLY

Number of claims filed this year: 0

Excessive Usage: 4750

Excessive Sewer Amount: \$ 5355.87

Preceding three months-

Average Usage: 36

Average Sewer Amount: \$ 4791

Requested Adjustment Amount: \$ 5307.96

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor

Date

Kelly M Bray, Member

Date

Kris Fuller, Member

Date

John Lillywhite

SEWER ADJUSTMENT APPLICATION

Please email application and receipts to hstaggs@martinsville.in.gov
Questions, call 765.342.2449

Account Number 40010006 Date 3-30-26
Name James Harris Phone 765-349-9533
Email Address _____
Service Address 715 S Ohio St
Month of Excessive Bill March Excessive Bill Amount 50.00
Did the water pass through the sewer? Yes No
Detailed description of leak Water Heater Leak

Repair Company Information (Please attach a copy of repair bill.)

Name Hudson Phone _____
Address _____

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0
Excessive Usage 40 Excessive Sewer Amount \$52.41
Average Usage 8 Average Sewer Amount \$16.38
Requested Adjustment Amount \$36.03

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor Date _____

Kelly M. Bray, Member Date _____

John Lillywhite, Member Date _____

SEWER ADJUSTMENT APPLICATION

Please email application and receipts to hstagg@martinsville.in.gov
Questions, call 765.342.2449

Account Number 60671002 Date 3/25/26
Name Kenneth C. Duncan Phone 765-318-9403
Email Address kend@sciremc.com
Service Address 879 E Washington St Martinsville IN 46151
Month of Excessive Bill Feb - Mar 2026 Excessive Bill Amount \$616.47
Did the water pass through the sewer? Yes No
Detailed description of leak There was a leak in the main copper line just above our main shut off valve. It sprayed into our crawlspace.

Repair Company Information (Please attach a copy of repair bill.)

Name TNP Plumbing Phone 765-341-9728
Address 9054 N Low Gap Rd Unionville, IN

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0
Excessive Usage 356 Excessive Sewer Amount \$408.23
Average Usage 64 Average Sewer Amount \$79.43

Requested Adjustment Amount \$328.80

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor Date _____

Kelly M. Bray, Member Date _____

John Lillywhite, Member Date _____

SEWER ADJUSTMENT APPLICATION

Please email application and receipts to hstaggs@martinsville.in.gov
Questions, call 765.342.2449

Account Number 10 12900 00 Date 3/24/26
Name Harold Wallace Phone 765-378-0915
Email Address hannahwallace589@gmail.com
Service Address 359 1/2 cherry St Martinsville IN 46151
Month of Excessive Bill MARCH Excessive Bill Amount \$2111.94
Did the water pass through the sewer? Yes No
Detailed description of leak _____

Repair Company Information (Please attach a copy of repair bill.)

Name See attached Phone _____
Address _____

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0
Excessive Usage 1323 Excessive Sewer Amount \$1497.07
Average Usage 21 Average Sewer Amount \$ 31.02

Requested Adjustment Amount \$ 1466.05

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor

Date

Kelly M. Bray, Member

Date

John Lillywhite, Member

Date



Online Form Submittal: Sewer Adjustment Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Fri 3/20/2026 12:42 PM

To Katelynn Brummett <kbrummett@Martinsville.in.gov>; Jamie Kenworthy <jkenworthy@Martinsville.in.gov>; Heather Staggs <hstaggs@Martinsville.in.gov>

Sewer Adjustment Application

Account Number	125260000
Date	3/20/2026
Name	CV Mart Associates, LLC/ Amber Duggar
Phone Number	765-349-2000
Email Address	amber.duggar@stallardonline.com
Service Address	2110 Mahalassville Rd #382
City	Martinsville
State	IN
Zip Code	46151
Month of Excessive Bill	12/15/25-2/19/26
Excessive Bill Amount	\$2807.27/\$4281.10/ & up coming bill
Did the water pass through the sewer?	No
Detailed description of leak	Tenant reported water in unit. After inspection we found a leak in the main line that supplies water to half the building just above the slab. Later received a call for a second leak which ended up being a pinhole an inch from the previous repair. A few days/week later tenant reported water in her unit again. This time the leak was on the same line but under the slab. Water company was called as well to shut off/turn on water. Final repair made 2.19.26. This was completed in house by Country View Staff. We had most parts on hand. I included a picture of the repairs. I can provide receipt for one fitting we did not have on hand and receipt for pea gravel and concrete to restore the slab if you would like. Your site would only allow me to attach one file. Also water company ended up replacing the meter in the pit because it would not shut off completely when

they came out to shut off for repairs. I believe they may have had to come back out because the newly installed meter started leaking however it was fixed the same day.

Repair Company Information

Name	Country View Apartments
Phone	765-349-2000
Address	388 Country View Ct
City	Martinsville
State	IN
Zip Code	46151
Please attach copy of repair bill	382-4 repairs.jpg

UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months 0

Excessive Usage ^{1/26} 1743 ^{3/26} 2696 Excessive Sewer Amount ^{1/26} \$1969.99 ^{2/26} \$3043.07

Average Usage 707 Average Sewer Amount \$803.45

Requested Adjustment Amount \$3406.16

BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

Kenneth Costin, Mayor Date _____

Kelly M. Bray, Member Date _____

John Lillywhite, Member Date _____

Email not displaying correctly? [View it in your browser.](#)

- Caution: This is an External Email -



MARTINSVILLE POLICE DEPARTMENT

From the Desk of Chief of Police, Ryan Manley

To: Mayor Costin and City Superintendent Dunn

Date: March 16, 2026

Public Safety Evaluation: Emergency Vehicle Access & Parking Restrictions

This memorandum is submitted in response to the formal request made by the City Superintendent during the Board of Works meeting. The Martinsville Police Department (MPD) was tasked with conducting a safety audit of specific residential and arterial corridors to evaluate the impact of on-street parking on emergency vehicle maneuverability.

The MPD's recommendations are based on national fire safety standards and local emergency response requirements. To ensure the safe passage of fire apparatus and medical units, the following thresholds have been applied:

- **Streets < 24 Feet in Width:** Recommendation for "**No On-Street Parking**" on either side to maintain a mandatory clear travel lane.
- **Streets 24–30 Feet in Width:** Recommendation for **Parking on One Side Only**.
 - *Note: MPD recommends permitting parking on the side with the highest residential density to reduce the need for pedestrians to cross the street between parked cars.*

The following segments were evaluated for compliance with the aforementioned safety standards:

STREET SEGMENT	FROM	TO
E. Pike Street	Main Street	N. 5th Street
5th Street	(Full Length)	
E. Walnut Street	Main Street	Home Avenue
W. Harrison Street	Main Street	Park Avenue
W. Pike Street	Main Street	Park Avenue
E. Jackson Street	Main Street	2nd Street
E. Washington St.	605 E. Washington	2nd Street

The MPD has identified that current parking configurations in these areas present a significant risk to public safety. Narrowed passage due to vehicles parked on both sides of the street creates "choke points" that impede first responders, specifically fire apparatus. These obstructions can result in:

1. **Delayed Response Times:** Seconds are critical in fire and life-safety emergencies.
2. **Deployment Issues:** Insufficient width prevents the safe operation of fire truck outriggers and ladder placement.
3. **Property Damage Risk:** The limited clearance increases the likelihood of accidental damage to civilian vehicles during emergency transit.

The Martinsville Police Department formally recommends that the Board of Works authorize the necessary ordinance amendments and the installation of signage to restrict or remove parking as indicated by the safety audit.

Respectfully Submitted,

Ryan D. Manley

Ryan Manley
Chief of Police
Martinsville Police Department

Martinsville Police Department, 110 West Morgan Street, Martinsville, IN 46151
Administration Line 765-349-4900

Mack Porter

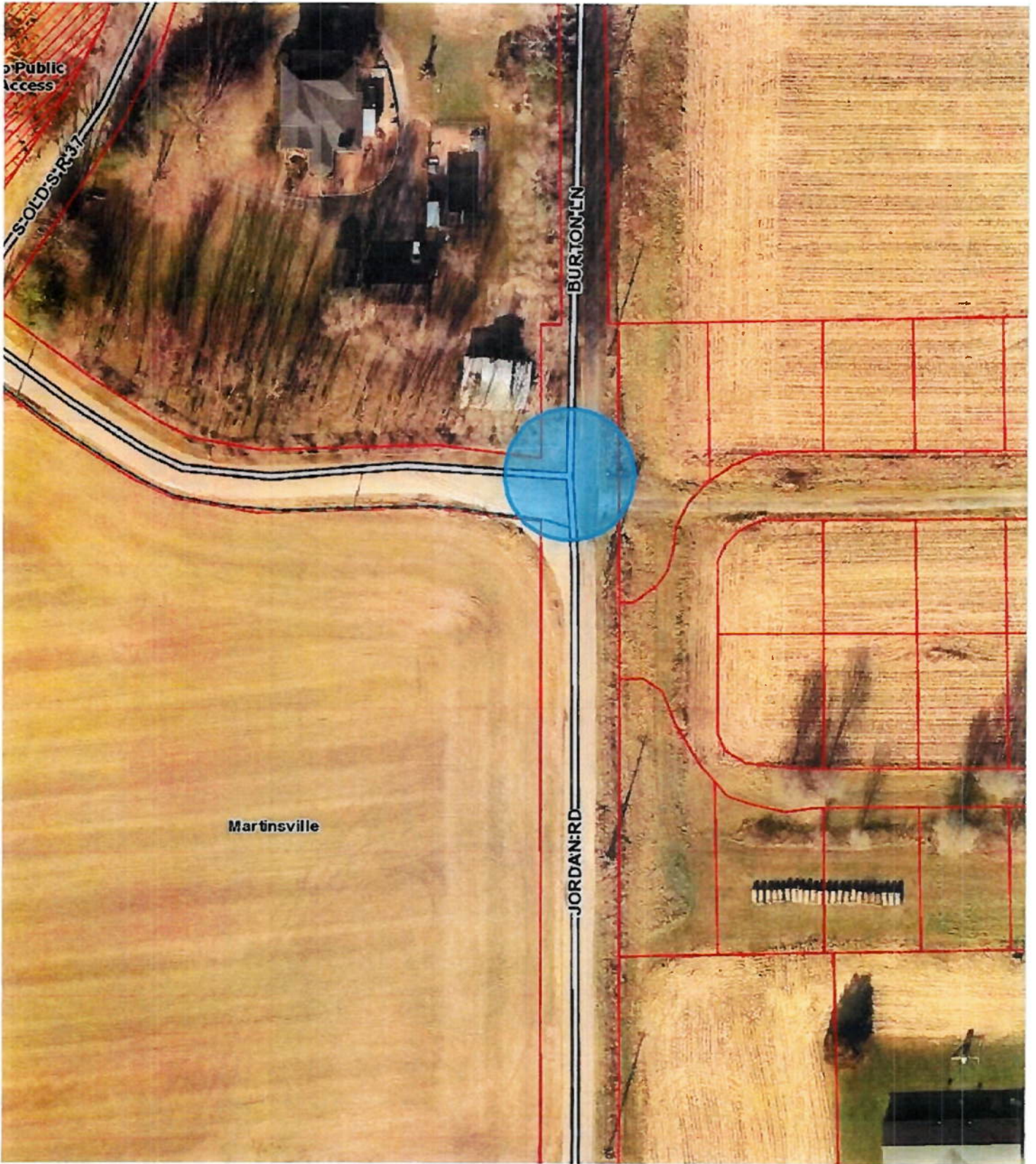
From: Mac Dunn
Sent: Monday, March 16, 2026 10:21 AM
To: Mack Porter
Cc: Kenny Costin
Subject: Scanned from City Superintendent
Attachments: Scanned from City Superintendent.pdf

Mack:

Currently, the intersection at Burton Lane, Jordan Road and Old 37 is a 3 way intersection with 3 stop signs. We've had a request to remove at least one of the signs - the one going North on Jordan - claims it's not necessary.

I would appreciate it if the Board of Works would take a look at that intersection and give us their opinion.

Mac Dunn
City Superintendent
City of Martinsville, Indiana
59 South Jefferson Street, Room 102
Martinsville, IN 46151
mdunn@martinsville.in.gov
765-342-7800



Mack Porter

From: noreply@civicplus.com
Sent: Sunday, March 22, 2026 4:17 PM
To: Mack Porter
Subject: Online Form Submittal: Special Event / Street Closing Application



Special Event / Street Closing Application

Note:

It will be the responsibility of the organization to provide personnel at **every** blocked intersection to ensure that no vehicles enter or cross the designated route during the time of the closure. It will be the responsibility of the event organizer to notify all residents and businesses in the affected area of the closures. Failure to do so may result in future requests being declined.

This form must be submitted not less than 45 days in advance of the event.

Terms & Conditions

1. Applications must be received not less than forty-five (45) days in advance of the event date to allow time for processing and presentation to the Board of Works for consideration.
2. The organization shall be responsible for providing:
 - a. A representative to be present at the Board of Works meeting when the application is presented for consideration
 - b. Someone at every blocked intersection to provide traffic control.
 - c. Any stages; reviewing stands; chairs; sound projection equipment; podiums; flags; decorations; portable restrooms; etc. - should any of these be required.
3. The city will have barricades placed near the intersections.
 - a. It will be the organization's responsibility to set the barricades to block the intersection not more than one hour in advance of the event start time.
 - b. Barricades are to be pulled by the organization and returned to the curbs as soon as the last runner/unit passes the intersection.
4. The organization will be responsible for notifying all residents/businesses along the route not less than forty-eight (48) hours in advance of the event.

5. When "No Parking" is required, the city will have no parking signs posted not less than three days in advance of the event.
 - a. The city will be responsible for removing the no parking signs.
 - b. Failure to comply with these Terms and Conditions may result in future requests being declined.

Name of Event	7th Annual Independence Day Parade
Sponsoring Organization	Indiana Spirit of 45
Organizer's Address	3010 Ballinger Rd
City	Martinsville
State	IN
Zip Code	46151
Dates and Times of Event	7/4/2026 9:00 AM - 7/4/2026 1:00 PM
Location of Event / Route	Starting at Sycamore and Garfield going north to Washington St, then west to Jefferson then south on Jefferson back to Garfield. Also need Sycamore to York St for staging area.
Primary Contact Person	Jerry A Vest
Telephone	3174082043
Email Address	jvest35@hotmail.com
Confirm Email	jvest35@hotmail.com
Secondary Contact Person	Bruce McKee
Telephone	7653158634
Email Address	Bmac86@yahoo.com
Confirm Email	Bmac86@yahoo.com
Event Description	Independence Day Parade celebrating America's 250th birthday
City Services Requested	Physical road blocks at all intersections including alleys. No parking orders along parade route.

Streets to Be Closed:

Street Name	Garfield
Between (Street Name)	Main and Sycamore
Street Name	Sycamore
Between (Street Name)	York and Washington
Street Name	Washington
Between (Street Name)	Jefferson and Sycamore
Time of Closure	9:30 AM - 1:00 PM
Additional Information	Also Jefferson between Washington and Garfield
Electronic Signature	On behalf of the applying organization, I have read the terms and conditions and by submitting this application, I and the organization accept and agree to the terms and conditions as stated.

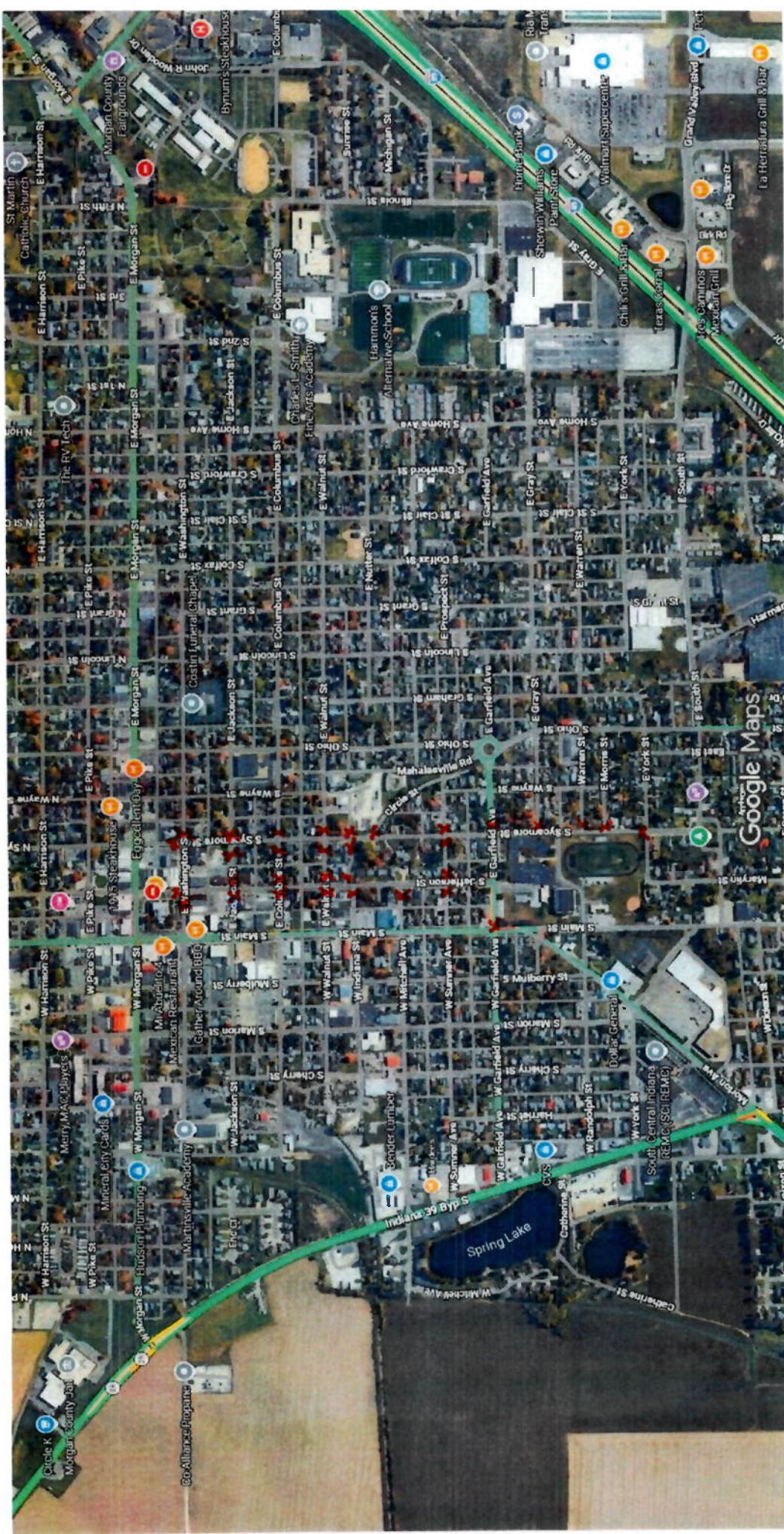
BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this street closure request.

_____	_____
Kenneth Costin, Mayor	Date
_____	_____
Kelly M. Bray, Member	Date
_____	_____
John Lillywhite, Member	Date

Email not displaying correctly? [View it in your browser.](#)

- Caution: This is an External Email -



Imagery ©2026 Airbus, Maxar Technologies, Map data ©2026 Google 500 ft

Live traffic ▼ Fast Medium Slow

Martinsville Theater

March 25, 2025

Audio Video Systems**System Changes**Movie System Electronics

1	Panelized Lighting	Control4	\$	4,200.00
7	Amps for Surrounds, Monitors, Fill	Crown	\$	5,460.00
1	Blu-Ray Disc Player w/ Rack Kit	Tascam	\$	340.00
			\$	10,000.00

Live Sound System Electronics

1	Mixing Console Upgrades	SoundCraft	\$	3,480.00
1	Microphone Package Upgrades	Shure, Audix, Behringer	\$	7,460.00
			\$	10,940.00

Speakers for Both Systems

1	Speaker System Design Changes		\$	(9,620.00)
			\$	(9,620.00)

Installation, Lift Rental

1	Lift Rental from Sunbelt Rentals		\$	2,386.13
1	Installation, Set-up, Programming, Calibration		\$	6,120.00
			\$	8,506.13

Pricing Summary for Audio Video Systems

Movie System Electronics	\$	10,000.00
Live Sound System Electronics	\$	10,940.00
Speakers & Racking System	\$	(9,620.00)
	\$	11,320.00
Installation, Lift Rental	\$	8,506.13
Tax	\$	-
		(Assumes Tax Exempt Status)

Sub-Total / Movie & Video System	System Changes	\$	19,826.13
---	-----------------------	-----------	------------------