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April 15, 2020

Mr. William B. Smith, President  
Muncie Sanitary District Board of Directors  
300 N. High Street  
Muncie, IN 47305

Mr. William B. Smith, President  
Muncie Sanitary District Board of Directors

Subject: Debra Nicole Grigsby

Dear Mr. Smith:

The Board of Sanitary Commissioners ("Board") is responsible for the employment of individuals within its department. As you know, the Board has adopted a Personnel Policies Handbook which provides as follows:

***"Any employee found guilty, admitting guilt, or pleading no contest or nolo contendere of/to a felony will be subject to immediate dismissal."***

Debra Nicole ("Nikki") Grigsby was an employee of the Muncie Sanitary District. Though the City of Muncie's Personnel Office has inquired regarding Ms. Grigsby's employment status, no response has been received from you to date.

A recent review of the Muncie Sanitary District Website, however, includes a statement indicating that Ms. Grigsby is no longer employed by the Muncie Sanitary District. Though this may in fact be the case, no information confirming this fact has been provided to the City of Muncie to enable the Personnel Office to administer Ms. Grigsby's payroll and benefits in accordance with the continuing agreement between the City and Sanitary District.

The City has obtained a copy of a PETITION TO ENTER PLEA OF GUILTY AND PLEA AGREEMENT that she signed on February 26, 2020, and that was filed in the United States District Court Southern District on March 12, 2020. In this document, Ms. Grigsby agreed to enter a plea of guilty to the offense of Conspiracy to Commit Wire Fraud, a felony. This clearly indicates an admission of guilt by Debra Nicole

Grigsby and should have resulted in her immediate dismissal as an employee of the Muncie Sanitary District.

In light of the foregoing, please provide the following information to my office no later than April 24, 2020:

1. What is the date of Ms. Grigsby's formal separation from employment by the Muncie Sanitary District?
2. Did Ms. Grigsby resign her position or was her employment terminated by the Board of Sanitary Commissioners?
3. If Ms. Grigsby resigned, provide a copy of her letter of resignation and any documentation reflecting its acceptance by the Board of Sanitary Commissioners in Official Board Action.
4. If Ms. Grigsby was terminated, confirm the date of her termination and provide a copy of the Board's approved minutes reflecting the official Board action by which she was terminated.
5. If the City determines that Ms. Grigsby received compensation or benefits to which she is not entitled, outline the steps the Sanitary District Board has taken or will take to secure reimbursement from her for the taxpayers of the Sanitary District.

The City of Muncie is on a "need to know" basis and must have the foregoing information in order to properly verify and accurately process Ms. Grigsby's employment records and payroll information. To date, the Sanitary District has failed or refused to provide such information to the City when it has been requested. Accordingly, you are hereby notified that failure by the Board of Sanitary Commissioners to comply with the demands set forth in this letter will constitute neglect of duty.

Yours truly,



Daniel Ridenour, Mayor  
City of Muncie

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