

March 8, 2021, 7:00 p.m.

Dennis Richardson, Council Vice President, declared a quorum and called the meeting to order. An attendance sheet was made available for non-officers and citizens present. Present besides Dennis were Jo Temple, Council Member; and Mary Richardson, Clerk-Treasurer. Others present were Paul Sembach, Utility Supervisor, and Geoffrey Wesling, Town Attorney. Jon Lykins, Council President, and Marvin Hedrick, Marshal, were absent.

Denny led in the Pledge of Allegiance to the Flag.

A motioned was made by Jo Temple and seconded by Dennis Richardson to dispense with the reading of the minutes from the previous town meeting. Approval was unanimous. There were no amendments.

A motion was made by Jo Temple and seconded by Dennis Richardson to pay the bills as presented. Approval was unanimous.

General Fund		Water Meter Deposits Fund	\$50.00
	\$4,884.43	Sewage Operating Fund	\$4,444.46
Motor Vehicle Highway Fund	\$231.79	Payroll Fund	\$4,315.36
Park Fund	\$353.60		
Economic Development Fund	\$428.00	Total	\$19,990.74
Water Utility Operating Fund	\$5,283.10		

Unfinished Business

The Council discussed items still needed to complete the water project. They are, new master meter costing approximately \$5500 but our vendor choices may be limited. The testing equipment is specific, Hach DR 1900 at approximately \$3800 and pH meter HQ411D Hack at approximately \$1500. Other items are shelving, \$1200; cabinets, \$500; gravel, \$900; snow guards for roof, \$1500, water lines for chemical feed area, \$500. A utility vehicle would be beneficial. Mike Meyer, RLM Engineering, stated piping was needed for the meter. Mike will put together quotes that can be submitted to SRF.

Mary provided the Council with information from Ethel Morgan from SRF regarding items to purchase with the \$24,594.27 remaining funds. If a utility vehicle is purchased, the Town will need to certify the vehicle will only be used for the water utility. All purchases will have to be in accordance with State Procurement laws requiring three quotes. If three quotes are not feasible, a letter from the Town's attorney is needed explaining that the procurement complies with State law. A PER Addendum should be submitted explaining what is being purchased, the estimated cost, nidifying that all work will be on the water plat site and there are no environmental impacts, and providing a sentence that discusses the "no action" alternative. A notice with the summary of the addendum request must be published in the local papers. Mike will work with Paul for completing the PER Addendum.

Mary reported that she sent the water building and equipment values from the recent Asset Management Plan to the Town's insurance agent. On February 26, 2021, the agent said they will add the values to the policy. They will also add liability insurance to the 206 N Durbin property purchased by the town.

The Council discussed the meeting with OCRA on March 2, 2021. Attending the meeting from Glenwood were Jon Lykins, Dennis Richardson, Mary Richardson, Geoff Wesling. Mike Kleinpeter, Grant Administrator, and Mike Meyer, Engineer were on the call along with representatives from OCRA. Mike Kleinpeter led the meeting and provided a recap of the situation where the bids were higher than budget even for the re-bid. Mike explained the Town's situation regarding the project being short \$59,722 and noted that the Town can still meet the 20.08% match if additional funds are allocated. OCRA was willing to assess the situation and determine if additional funds can be made available. But OCRA requested the Town seek funding through the Indiana Bond Bank.

Mary reported that Mike Kleinpeter requested funding from the Indiana Bond Bank of behalf of the Town. Mike heard back from the Executive Director today. They are willing to work with the Town but there is a \$17-25K baseline cost to issue bonds which would be a sizeable percentage for a \$47,000 bond. The Executive Director is going to ask his team to give this some deeper thought.

Marc Rape, Strand & Associates, presented the sidewalk right of way process to the Council. The environmental review has been approved by INDOT.

Mary asked Marc about the tree inventory and when the Town needs to notify property owners to remove trees. The Town is planning to hire an arborist. Marc said it will be good to get an arborist's opinion on the trees that are marked for removal.

Mary stated she sent letters explaining the sidewalk right of way to the 22 property owners on the east side of North Main Streets and the six property owners of the east side of South Main Street. The six property owners on State Street do not require right of ways because the State already have the right of ways.

Mary discussed the LIT letter INDOT needs to move forward with the request for federal funds in the estimated right of way acquisition costs. The INDOT representative said local funds cannot be listed on the LIT and requested Marc Rape revise the report. The total request is for \$165,750. This is approximately \$40,000 more than in the budget submitted to INDOT. Mary discussed the situation with her representative at INDOT and was advised to move forward with the project and additional funds will be requested at the beginning of next year.

Denny discussed meeting with someone regarding the replacement of the culvert on Cemetery Street. Jon may have also contacted someone to obtain a quote.

It was reported that the warning siren has been installed but may still need tested.

Mary stated she has not yet received the grant agreement.

Geoff said the title search has been ordered for the purchase of the property at 206 N. Durbon Street. Mary reported that the insurance company has liability for this property.

Nobody was present with a proposal to remove the house at 206 N. Durbon so the matter was tabled until the April meeting.

The Comprehensive Plan Review has been tabled and updates will be considered over the next few months.

New Business

The Council discussed getting rid of old chairs. Mary provided the statute regarding the disposal of worthless property. Since the value of the chairs is less than the estimated costs of the sale of the property, a motion was made by Jo Temple and seconded by Dennis Richardson to dispose of the chairs as junk. Approval was unanimous

Jo said she will obtain contracts from those renting plots in the community garden prior to gardens being assigned.

Mary noted that the Tree Board has not had a meeting since 2014. The members are Jo Temple, Jack Rummel, Mary Richardson, Jon Lykins, and Dennis Richardson. The Council asked if anyone else was interested in being on the Tree Board. Based on the ordinance stating members serve for one to four year terms. Geoff reminded the Council that if more than one served on the Board, the meetings would be subject to all the State requirements. A motion was made by Jo Temple and seconded by Dennis Richardson to appoint the members as presented. Approval was unanimous.

Jo Temple – Term Expires 1/1/2025

Mary Richardson – Term Expires 1/1/2024

Jack Rummel – Term Expires 1/1/2023

A motion was made by Jo Temple and seconded by Dennis Richardson to renew Jack Rummel's Park Board membership through 1/1/2024 and Sarah Burkhardt's membership to 1/1/2025. Approval was unanimous.

Jack Rummel – Expiration 1/1/2020
Sarah Burkhardt – Expiration 1/1/2021
George Stamm – Expiration 1/1/2022
Dianne Medd – Expiration 1/1/2023

Paul Sembach and Jo Temple presented their conflict of interest statements. Since only one other Council Member besides Jo was present, the matter was tabled to the April meeting.

Reports

Denny reported on leaking tanks north of his property. It was reported that the State Chemist has not expressed concern. Contacting IDEM was discussed. Mary said she would request information from other towns and provide some research information.

Jo said she verified the Town's boundaries with the Census Bureau.

Mary provided a copy of the Town's 2020 annual report. Mary also presented a 2020 water operating fund revenue and disbursement comparison to the projections provided by Baker Tilley for the Asset Management Plan. Mary noted there was an increase in net revenue based on the transfer of the 2019 hydrant rental from the General Fund.

Mary explained that W-2's and 1099's were provided by January 31 as required by federal and state laws. The submission to the IRS and State were always by February 28 to allow time for corrections. Mary said she tries to follow legal changes but was not aware that Indiana changed the due date to January 31. There may be a \$130 penalty but Mary has submitted a request for a waiver.

The disposal of the 1953 fire siren was discussed and tabled until the April meeting.

Paul Sembach's written report was received by the Council.

OTHER BUSINESS

A motion was made by Jo Temple and seconded by Dennis Richardson to adjourn the meeting. Approval was unanimous.

Mary M. Richardson, Clerk-Treasurer