

November 14, 2022, 7:00 P.M.

Denny Richardson opened the Glenwood Town Council meeting and led in the Pledge of Allegiance to the Flag. An attendance sheet was made available for non-officers and citizens present. Present besides Denny were Jo Temple, Council Vice President, David Miller, Council Member, Mary Richardson, Clerk-Treasurer, Paul Sembach, Utilities Supervisor-Operator, and Geoffrey Wesling, Town Attorney. Adam Buckley, Marshal, and Marvin Hedrick, Special Deputy Marshal, were absent.

A motion was made by David Miller and seconded by Jo Temple to approve the October 11, 2022 council meeting minutes. Approval was unanimous.

A motion was made by David Miller and seconded by Jo Temple to approve the Allowance of Payroll Accounts Payable Voucher and the Register of Accounts Payable Vouchers as presented by Mary Richardson. Approval was unanimous.

A motion was made by David Miller and seconded by Denny Richardson to authorize Mary Richardson to issue a check to Commonwealth in the amount of \$4,000.00 from the American Rescue Plan Fund to pay for the preliminary engineering report and environmental report. Approval was unanimous. [This motion was later rescinded as Thomas Barclay, Commonwealth, stated the payment can be postponed pending the final \$6,000.00 invoice.]

General Fund	\$31,714.86	Water Utility Operating Fund	\$8,993.21
Motor Vehicle Highway	\$215.90	Sewage Utility Operating Fund	\$5,595.62
Park Fund	\$437.08	Payroll Fund	\$4,995.50
American Rescue Plan Fund	13,805.52	Total	\$65,757.69

A town citizen questioned how much the town received for the sale of the property on State Street. The amount was \$10,100.00.

#### Unfinished Business

Thomas Barclay, Commonwealth Engineers, Inc. and Mike Kleinpeter, Kleinpeter Consulting Group LLC and Kleinpeter Financial Group LLC. Thomas and Mary explained the Indiana Finance Authority's (IFA) change to the Asset Management Plan (AMP) requirements. The plan is required prior to applying for State Revolving Loan funds.

At a recent workshop, the IFA representative told Mary that Glenwood's two-year old AMP will not be accepted. However, Mary reached out to the Lt Governor and her office obtained information that may allow for Glenwood to be eligible for State Revolving Loan funding without submitting a new AMP by April 1, 2023. Mary then contacted Bill Harkins, IFA. Mary also contacted the Association of Indiana Municipalities (AIM). Thomas Barclay stated that an AIM representative contacted him for information after receiving Mary's email. Thomas told the representative that Commonwealth was Glenwood's engineering company and discussed the situation. AIM plans to contact Senators regarding the issues with small towns obtaining an AMP.

The engineering section in the AMP is completely up-to-date with all water asset. Thomas explained what Commonwealth can do to update this section.

The financial section of the AMP requires updates to include more current financial information. A motion was made by David Miller and seconded by Denny Richardson to contract with Kleinpeter Financial Group LLC in the amount of \$4,000.00 to update the financial section of the AMP if IFA requires the new plan. Approval was unanimous.

Mike also provided the Council with information regarding the BIL program administered by the Indiana Finance Authority. The program provides grants to disadvantaged communities to strengthen the water and wastewater systems. Thomas Barclay stated it has been found that the census income for small towns includes the surrounding farm incomes. Glenwood may qualify based on an income survey. Mike stated the income survey requirement is to receive responses from 80% of the households surveyed. Also, 80% of the responses need to be for income under \$46,600.

A motion was made by David Miller and seconded by Jo Temple to contract with Kleinpeter Consulting Group LLC in the amount of \$4,000.00 to provide an income survey to determine if Glenwood is eligible for the BIL program. Approval was unanimous.

Mary reported she has recorded 15 sidewalk easements covering 21 parcels. Of the five remaining parcels in the project that require easements, Strand has the signed easements for three. Strand is following up with one property owner that

did not receive the packet. There has been difficulty getting one owner's signed documents. The final date for Strand to have the RFC to INDOT is November 18.

Mark Blake, INDOT said that Strand has provide the R/W in general. But if we do not have all the parcels secured by Friday, they will need to move the date out another month. But our risk will grow significantly for not receiving an awardable bid, if a bid is even presented. Mary suggested we request the extension but try very hard to complete the purchases by next week. A motion was made by David Miller and seconded by Jo Temple to request the month extension but continue to work with Strand to complete the easements. Approval was unanimous.

Ron Jarman, Rush County Commissioner, presented information to the Council regarding the company being contacted by the county for broadband coverage. The company is requesting a tax abatement for the fiber optics at 95% with 5% back to the town for twenty years. Much of the legal service is being completed by Rush County. However, Glenwood can become a site for the service if the Glenwood Council agrees to work with the same law firm engaged by Rush County. The Council agreed that Geoffrey Wesling and Mary Richardson will meet with the law firm's representative for more information.

The Council received the arborist report for the street trees that were reviewed. Mary said she is working a preparing a list for someone to research who owns the ground next to the street. After discussion and advice from Geoff Wesling, it was agreed that Mary would prepare letter templates to send to the property owners documenting the Arborist's recommendations. The Council will consider any necessary follow up on a case-by-case basis.

A motion was made by David Miller and seconded by Denny Richardson to approve Ordinance 2022-14, an updated American Rescue Plan Act (ARPA). Approval was unanimous. Mary also provided a recap of what was paid from the ARPA funds and what is still budgeted.

David Miller provided information regarding the new bridge over the culvert on Cemetery Street.

Marvin Hedrick provided the Council with a survey for the unmaintained town alley on the south side of State Street, The Council discussed the blockage of this alley. With advice from Geoff Wesling, a motion was made by David Miller and seconded by Denny Richardson to send the property owner a letter providing thirty days for the alley to be cleared. Mary agreed to send the letter with information provided by Marvin and a review by Geoff.

Mary described the difficulty in obtaining the application to apply for the Smart grant to help purchase two radar speed signs. She went to the grant support group and asked if they would email the pdf files that I need to complete because I do not have the Adobe version 8 or higher and there is a cost for that version. They would not email me but had me try getting a fox trial which I now can't seem to get rid of and it did not work. The support for this grant ended on November 4 but the deadline is November 18. The adobe program is about \$20 per month. Mary is willing to continue trying if the Council wants the better Adobe version. Ron Jarman offered to help Mary obtain the adobe application documents.

### New Business

A motion was made by David Miller and seconded by Denny Richardson to approve the shooting of geese at the lagoon for goose management as long as each participant provide the required affidavit. Approval was unanimous.

A motion was made by Jo Temple and seconded by Denny Richardson to reappoint Don Greene as Glenwood's representative on the Rush County Board of Zoning Appeals. Approval was unanimous.

A motion was made by David Miller and seconded by Denny Richardson to reappoint Mary Richardson as Glenwood's representative on the Eastern Indiana Regional Planning Commission. Approval was unanimous.

Mary noted that it has been years since business cards were printed for officers. She actually needs new ones. A motion was made by Jo Temple and seconded by David Miller to purchase business cards for the elected officers. Mary and Jo will work on the design. Mary said the town has obtained the new TownofGlenwood.IN.gov email address that can be placed on the cards.

Mary also stated that the information on the post office and town hall bullet boards need to be updated. Mary will update the email address on the website. Jo will take care of updating the email address and website address on the town's bulletin board and Facebook page.

Mary provided the Council with information for a 100% grant that would cover a mural.

A motion was made by David Miller and seconded by Jo Temple to authorize Mary to apply for a mural grant with the Indiana Arts Commission. Approval was unanimous. Mary and Jo will work on the pictures and obtain quotes.

### Reports

Denny stated that one more security camera was needed at the town hall. A motion was made by Jo Temple and seconded by Denny Richardson to approve the purchase of the camera for \$300. Approval was unanimous.

Denny stated the cost of installing the holiday banners is \$400. A motion was made by Jo Temple and seconded by Denny Richardson to approve the installation of the banners. Approval was unanimous.

Denny requested that Paul and Jack work on cleaning the curbs.

Mary said the AIM conference for municipalities was very worthwhile. There was a lot of networking with other towns, vendors, and government entities. She has not yet sorted through all her notes.

### Plainfield

President asking if the Clerk-Treasurers got enough pens and office supplies.

Mary said the Clerk-Treasurer's computer is over four years old and should be replaced based on the established schedule. She has requested a quote for a new one and will have it for the December meeting.

Mary was notified by Paul that the Sensaphone subscription is expiring. This is used at the lagoon. Since this is an annual billing, Mary requested approval for on-going renewals. A motion was made by David Miller and seconded by Denny Richardson to approve the ongoing renewal of Sensaphone until the subscription is cancelled. Approval was unanimous.

Mary provided the Council with pens that can be purchased for promotions. The Council discussed various items that can be purchased to provide at the community supper. A motion was made by Jo Temple and seconded by David Miller to purchase items to provide as the supper. Approval was unanimous.

Mary provided the Council with information from the insurance company documenting policy changes.

Marvin provided the Council and Clerk-Treasurer with information for a new town hall printer for approximately \$400. Mary said she just ordered new toner and has enough for a long time since not many copies are made at the town hall. She is in favor of purchasing a new printer but would like to wait until spring so that the expensive toner is not wasted.

Marvin suggested the Council obtain Reserve Officers and even a Deputy Marshal. A motion was made by Jo Temple and seconded by David Miller to authorize Marvin Hedrick to advertise for a Deputy Marshal. Approval was unanimous.

Paul Sembach provided his written and oral report. Mary questioned when the 2020 water self-audit will be completed. This is an IFA requirement.

### Other Business

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

Mary M. Richardson, Clerk-Treasurer