

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, Adam Buckley, Marshal, Marvin Hedrick, Special Deputy Marshal, and Geoffrey Wesling, Town Attorney.

A motion was made by David Miller and seconded by Jo Temple to approve the December 12, 2022 council meeting minutes. Approval was unanimous.

Mary Richardson provided the Council with an updated claims list that included the Accelerate Indiana Municipalities (AIM) dues. 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 revised. Approval was unanimous.

General Fund	\$66,784.86	Water Utility Bond & Interest Fund	\$17,030.00
Motor Vehicle Highway	\$1,837.49	Sewage Utility Operating Fund	\$7,853.40
Park Fund	\$182.81	Payroll Fund	\$6,904.39
Water Utility Operating Fund	\$11,353.16		
		Total	\$111,946.11

Unfinished Business

Since Adam Buckley needed to leave early, Denny Richardson moved the Marshal's agenda items to discuss. Adam stated that he has accepted a position with the State but he has been told that he can continue his position with Glenwood. However, Adam will be attending training and not available during that time.

Adam said he will not be able to use his state service weapon when working for Glenwood. Adam and Marvin requested the town purchase a weapon that would be registered to the town. They also requested the town purchase a vest. The cost was estimated at \$1000. The Council discussed the town's liability and it was confirmed the town carries police insurance. No action was taken and Adam will provide quotes at the February meeting.

It was reported that an email has been established for the Marshal. It is GPD@TownofGlenwood.IN.gov.

The Council discussed the Water Utility Project update provided by Rachel Runge, PE, Commonwealth Engineers. Work completed includes listing the needs and alternatives to correct water quality concerns, service lines, and customer meters. Commonwealth also provided their December plans to include completion of the cost estimates for the alternatives and perform a cost effective present worth analysis. Figures and maps will be created for use in the Preliminary Engineering Report (PER) and discussion of alternatives with the Council.

Mary reported that she received information regarding the engineer's payments. The Town has already paid the \$10,000 grant match. USDA will send the grant funds to the Town after the PER is submitted. Commonwealth can then be paid with these funds.

The Asset Management Plan (AMP) Certification is pending the State's revised form. The income study is pending the State's revised format. The AMP is required by April 1, 2022 before Glenwood can apply for state revolving loan funds. The income survey will show if Glenwood is eligible for the Bipartisan Infrastructure Law (BIL) program.

Mary confirmed that the right-of-way phase for the sidewalk project is complete and Strand has received the final payment. INDOT is preparing contract bid documents for a March letting. Glenwood has a construction agreement with INDOT for \$163,325 with Glenwood's match of \$40,831. Glenwood has an engineering agreement with Strand for \$26,600 which leaves \$177,556 for construction. Mary provided the final sidewalk map.

Mary said she has not yet prepared the template letters to send property owners the results of the recent arborist review.

The Rush County Commissioners notified the Clerk-Treasurer that the Glenwood will not be included in the broadband project until 2024. A representative from Bose McKinney & Evans LLP requested a copy of the contract to have ready when Glenwood is added to the project. With advice from Geoffrey Wesling, Mary sent the contract to the law firm and documented that the intention is not to start working until Glenwood receives the approval from the Rush County Commissioners.

An update was provided regarding the town's platted alley where items need to be removed. David Miller and Marvin Hedrick met with the property owner and the gas company. They were told that the gas tank must be moved by January 20, 2023. Other items need to be removed as soon as possible.

Mary reported that she received a response from the USDOT that they anticipate applicants for the SMART grant will be notified of the results in the first half of 2023. Mary had applied to obtain funds for two radar signs for the north and south side of Glenwood.

Mary stated the Indiana Arts Commission's Art Project Support grant application is now available. She has started the application process and gave information to Denny to do the research and obtain the required information and documentation for a mural request. The Council discussed the project and Jo will select pictures to consider.

Business cards have been tabled pending research for the mural project.

David reported that he looked at the repaired culvert on Cemetery Street. He did not see any issues but will watch it during various weather conditions.

### New Business

Mary noted that the Councils have always selected officers for the term of the elected positions. However, Mary recently discovered that the term of the President and Vice President need to be listed in the minutes. A motion was made by Jo Temple and seconded by David Miller to confirm that intention of the President and Vice President positions elected on January 10, 2022 was for a term to expire on December 31, 2023. Approval was unanimous.

Mary stated the Park Board meeting was postponed until February 13, 2023. The four Board Members terms are staggered. A motion was made by David Miller and seconded by Denny Richardson to renew the appointment of Dianne Medd with a term to expire on January 1, 2027. Approval was unanimous.

Mary noted that the updating the comprehensive plan had been tabled from 2021. The Council agreed to table the discussion until the fall.

Paul committed to completing the self-audits by the February 2023 Council meeting.

Denny said he will have a proposal at the February meeting for a security camera at the lagoon.

Prior to the meeting, Mary had provided information to the Council regarding a customer's water leak. The customer wanted a payment plan which is not feasible with the town's software application. The customer provided a mitigating circumstance for the water leak and made a partial payment but not sufficient to avoid a water turn off. A motion was made by David Miller and seconded by Jo Temple to adjust the water portion of the October usage and refund \$88.41. Approval was unanimous. A motion was made by Jo Temple and seconded by David Miller to make a one-time exception to allow the customer to pay the past due amount plus the new billing amount by the February due date to avoid the water turn off. Approval was unanimous.

### Reports

Jo stated that she remembered that Nick Thomas from Farm Supply stated he would help pay for the street drain repair adjacent to his property. Others remembered the conversation. Marvin will contact Mr. Thomas.

Mary reported that she has renewed the SAM which will expire on December 27, 2023. The previous expiration was February 2023 but she wants to renew early because it can be a complicated process.

Mary said the State tax rate went down to 3.15%.

Mary commented that during her year-end update webinar with Keystone, she was told that the fund and Payroll applications are moving to the Cloud. The current systems will be supported for three to five years.

Since it is the first of the year, Mary reminded everyone that eVerify affidavits are required at least the first time a contractor works or the Town. Always verify if we have current liability and workman comp certificates of insurance before a job is started. Also new vendors require a W-9 form.

Mary provided Indiana Finance Authority (IFA) meeting dates. The last meeting attended was April 2022. Attendance at least annually is required. Mary recommended that someone attend a meeting at least twice during the year to ensure compliance.

Paul Sembach provided his written and oral report.

Other Business

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

Mary M. Richardson, Clerk-Treasurer