

The regular meeting of the Kirklin Town Council was held on Monday, June 11, 2018 at Kirklin Town at 7:00 p.m.

On the call of the roll, the following Council Members were present: Jerry Faucett, Melinda Jobe, Walt Minnick, Valerie Pearson, & Jennifer Rustin.

Also present were: Darren Wells, Amy Miller, Bill Lantrip, Kent Schuch, Matthew Myers, Crystal Houston, Landis Bradfield, Jay Moore, Billy Walker, Patti Quick, & Mary King.

The Pledge of Allegiance and prayer were led by Walt Minnick.

PUBLIC HEARING FOR OCRA GRANT APPLICATION - Walt opened the Public Hearing and turned the floor over to Amy Miller with Cornerstone Grants Management. Amy explained that we were holding a Public Hearing as required by OCRA prior to submitting an application for grant funding. Amy explained that the grant application is due July 20th and that the awards would be announced somewhere around mid-August. She stated that the grant request would be for \$600,000.00 and the town would have to match \$1,990,000.00. The town matching funds will come through SRF loans and grants. The project will focus on the water treatment plant primarily, but will also include new water meters. Amy said that if the project is funded in the first round, we could be ready to bid the project by the end of the year. She encouraged those in attendance to write letters about their water issues as well as send pictures. Bill Lantrip suggested that we let people know about the project at Kirk's Crossing. Landis Bradfield pointed out that his Britta water filter is only lasting about 1 week before needing changed. Amy said that all letters and pictures would need to be submitted by July 1st. Patti asked if looping the lines would be part of the project because she is on a dead-end line and it affects her quality of water. Darren said that this project would not address dead-end line issues. Amy stated that the town has met every milestone in a very aggressive timeline to apply for a grant in this round. There were no further questions, and the Public Hearing was adjourned at 7:20 p.m.

PER AGREEMENT WITH GRW ENGINEERING - Darren Wells explained the process of when the design phase for the project would need to be completed. He stated that even though the Preliminary Engineering Agreement would need to be signed now, payments would be deferred until the town gets the funding for the project. A motion was made by Melinda Jobe to approve the Preliminary Engineering Agreement (PER) with GRW Engineering. The motion was supported by Jennifer Rustin and carried with a unanimous vote.

PUBLIC HEARING FOR PHASE I WATER RATES & CHARGES ORDINANCE # 6-2018-1 - The Public Hearing for consideration of an amendment to the Water Rates & Charges Ordinance #4-1-10 was opened. Mary King read the proposed ordinance #6-2018-1 out loud. Following the reading of the ordinance, the floor was opened for questions. Crystal Houston asked how this rate would affect the monthly bill. Mary King explained that the current rate per 1,000 gallons is \$6.34 and that as provided in the proposed ordinance, the new rate would increase to \$9.09 per 1,000 gallons of water. Seeing no further discussion, a motion was made by Melinda Jobe to adopt Ordinance # 6-2018-1 amending the rates and charges for the water utility. The motion was supported by Jennifer Rustin and carried with a unanimous vote.

WASTEWATER PROJECT - Billy Walker reported that during the recent 1 ½" rainfall event there was no effect on the WWTP because the ground was so dry. He reported that the goal is to have the old clarifier up and running next week. Kent Schuch reported that they had considered presenting a change order for work on the ponds at the WWTP. Merrill Bros. couldn't get the ponds pumped out for three weeks so Kent is proposing to take care of the sludge from the ponds by pumping it into the sewage plant for treatment. Jay asked Kent if we should give IDEM a heads-up that we are going to run the sludge back to the plant rather than have the ponds pumped out. Kent said that it was a good idea and that this notice would be stated in the weekly progress report to IDEM. Billy has concerns about IDEM approving this alternate method of dealing with the ponds. Kent said that if this plan doesn't work, he may ask the Council to meet in an emergency meeting to approve a change order.

Mary King reported that invoices from Fluid Waste Services and receipts for diesel fuel purchased for the generator have been forwarded to Crosby Construction for payment. They were forwarded due to the fact that these expenses were incurred for work performed and to keep the plant running during construction. It is the opinion of the Town Council that Crosby Construction should have been responsible for these items. Amy Miller stated that we can have Crosby Construction sign a waiver of lien that all invoices have been paid. There was discussion on the I & I issues and where surface water may be getting into the sanitary system. Smoke and dye testing projects have been completed in the past. Mary King recalls that Triad did smoke testing in the 1990's to early 2000's and Amy Miller recalled that some had been done with the last wastewater project which addressed the I & I problem. Mary & Billy will try to locate the most recent records. The records may be in the overhead storage which is difficult to get to and recordings may be on old VHS tapes.

Melinda Jobe made a motion to approve the pay application for Crosby Construction in the amount of \$146,232.00. The motion was supported by Jennifer Rustin and carried with a unanimous vote. A motion was made by Melinda Jobe to approve Cornerstone Grants Management invoice in the amount of \$3,500.00. The motion was supported by Valerie Pearson and carried with a unanimous vote.

VARIANCE REQUEST APPROVAL FOR SETBACK AT 303 W. JEFFERSON STREET - Landis Bradfield and Dawn Coda were in attendance to request that the Town Council send a favorable recommendation to the Area Plan Commission for a variance they are requesting. The request is for a reduction to the setback requirement for the south end of their property at 303 W. Jefferson Street. The current requirement is a 25' setback and they are requesting a variance to allow an 11' setback. After review of a map and receiving information, a motion was made by Melinda Jobe to send a favorable recommendation in support of a variance to the setback requirement. The variance will move the setback to where the overhang currently is and will be 11' off the property line. The motion was supported by Jennifer Rustin and carried with a unanimous vote.

PARK BOARD/RECREATION BOARD - Patty gave a report of what the Park Board has been working on. She reported that she had purchased new hand-rails and that they were going to be installed. The Park Board is looking for clean dirt and would like to plant a new tree near benches. The 4-H Club has volunteered to help in the park on June 18th. Kirk's Crossing and the Park Board will go in together to purchase a new roller door for the pavilion. Concerns from the Park Board include: how long the millings are going to be in the parking lot and who is responsible for park safety in terms of the debris buried from the old school. Billy said that he will have the millings moved before Kirk's Crossing and as soon as possible. Ultimately the town is now responsible for the park. At the time the old school was buried, the township owned the park land. It was discussed having some type of study done to see what is in the ground and how stable the park area is. Concerns come from old debris working its way up, and the latest issue with an old septic system creating a sink hole near the playground equipment by the ball diamonds. It was suggested that the township might be willing to share in the expense since they owned the property when the old school was demolished. Patty said that the Park Board needs help with pulling weeds at the park. Crystal thanked Billy and Drew for all of their help at the park.

STORMWATER UTILITY BOARD - There were no current issues that the Stormwater Utility Board wanted to bring before the Town Council.

UTILITIES SUPERINTENDENT - Billy provided a written report to all Council Members prior to the meeting. Billy reported that IDEM has told him that if the WWTP were to have an inspection right now, the plant would be satisfactory. Testing results have been well below the NPDES Permit levels. Billy reported that Aero-Mod will provide training for the new system and that all travel and class expenses would be paid for by Aero-Mod. He will attend training from July 23rd-26th. The 2017 Consumer Confidence Report is ready and will be passed out to all customers in town. Billy also reported that inspectors were pleased with the Water Plant during a recent inspection. There were only minor violations noted during the inspection. IDEM is in support of the town receiving an OCRA grant and noted their support in the recent report. INDOT will begin a project in January 2019 to redo the

traffic control lights and possibly handicapped ramps. Walt told Billy that he would like the new handicapped spots on Madison Street painted blue. Billy stated that it is on his to-do list.

TOWN MARSHAL DEPARTMENT - Matt Myers reported that three applications have been received for the Town Marshal job opening. He asked if the Council wanted to sit down and review the applications or to continue accepting applications. Matt offered, and the Council agreed that he should send the job notice to dispatch to see if there is any additional interest before setting a date to review the applications. Matt reported that some of the military equipment is in the process of being moved soon. Those items include: 1 Humvee, 1 large truck, and the firearms. Walt asked for Matt to prepare a list of the items the town still owns.

Golf cart complaints are still being reported about the golf carts still being a problem.

CLERK-TREASURER - WATER/SEWER ADJUSTMENTS AND POOL FILLS - After review of the leak adjustment requests, a motion was made by Melinda Jobe to approve leak adjustments for Matthew McIntyre-Water \$59.42 + Sewer \$187.34 = 246.76 & Randy Weaver-Water \$12.21 + Sewer \$45.18 = \$57.39. The motion was supported by Jennifer Rustin and carried with a unanimous vote. A motion was made by Jennifer Rustin to approve the following sewer only adjustments for pool fills that were completed prior to summer sewer rates: Carla Gant \$207.75 & David Lafferty \$43.30. The motion was supported by Melinda Jobe and carried with a unanimous vote. **INVOICE FROM ROBISON & BERGUM** - Mary King explained that the invoice had gotten buried in her emails, but had actually been sent in January for services in regards to the John Faucett Hearing Appeal. After review of the invoice, a motion was made by Valerie Pearson to approve payment of the invoice to Robison Bergum in the amount of \$2,554.50 - Jennifer Rustin supported the motion and it was carried with a unanimous vote. **INSURANCE REIMBURSEMENT** - A motion was made by Melinda Jobe to issue a check to Barth & Marie Hendrickson in the amount of \$645.66, the amount received from Erie Insurance to settle the claim for damages to their sidewalk, tree, and lawn and that a simple release should be signed by the Hendrickson's releasing the town of any future liability. The motion was supported by Jennifer Rustin and carried with a unanimous vote. **REPORTS** -The following reports were given to the Town Council prior to the meeting: Fund, Revenue, & Appropriations ending May 31, 2018, & the Register of Claims. There were no questions from Council Members concerning the reports. The reconciled Bank Statements for month ending May 31, 2018 were presented for review of the Town Council and signed by Walt Minnick. The Register of Claims APV#8838 thru #8905 and the Billing Adjustment Register were signed by all Town Council Members.

ORDINANCE ESTABLISHING A POLICY FOR ELECTRONIC FUNDS TRANSFERS AND ONLINE BANKING #6-2018-2 Mary King stated that the town is required to have an ordinance that allows online banking for making payments to vendors, transferring funds, etc. if we conduct online banking. We do have online banking transactions that have to be performed. A motion was made by Jennifer Rustin to Adopt Ordinance #6-2018-2 establishing a policy for electronic funds transfers and online banking. The motion was supported by Valerie Pearson and carried with a unanimous vote.

EMPLOYEE HEALTH INSURANCE POLICY - After review of the options for employee health insurance renewal, a motion was made by Jennifer Rustin to choose the alternate option Anthem Blue Access PPO 6000/30%/7350. The motion was supported by Valerie Pearson and carried with a unanimous vote.

SHIRTS FOR TOWN COUNCIL MEMBERS AND OFFICE STAFF - Walt Minnick stated that he feels that Town Council Members and the office staff for the town should have shirts to identify are names and position with the town. He would like to see them worn at town events so that people in the community know that we are with the town. Walt feels that the colors for Town Council Members should be either black with yellow letters or yellow with black letters since that was the old school colors. Walt Minnick made a motion to purchase shirts for the Town Council and Clerk-Treasurer and the Utility Clerk. The motion was supported by Jennifer Rustin and carried with a unanimous vote.

There was no other business to come before the Town Council, meeting was adjourned at 9:34 p.m.

Walt Minnick_____