

The regular meeting of the Kirklin Town Council was held on Monday, September 10, 2018, at 7:00 p.m. at Kirklin Town Hall.

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: Nick Govardman & Devon Kirk with Crosby Construction, Darren Wells-GRW Engineers, Jay Moore, Matt Myers, Mike Wallace, Billy Walker, Kent Schuch, & Mary King.

The meeting was opened by Walt Minnick who also led the Pledge of Allegiance and prayer.

2019 BUDGET HEARING - The Budget Hearing was opened and copies of the proposed 2019 Budget were made available for those attending the meeting. Walt Minnick asked if there were any questions or comments on the proposed budget. There were no questions or comments from town residents. Walt stated that the Budget Adoption will be held on October 8, 2018 at 7:00p.m. The Budget Hearing was closed.

MINUTES - The August Minutes were approved as written.

ORDINANCE #2018-9-1 AMENDING THE CAPITAL IMPROVEMENT PLAN - It was duly noted that Ordinance #2018-9-1, amending the Capital Improvement Plan, to include matching money for a streetscape grant was introduced and passed on first reading at the last regular Town Council Meeting. A motion was made by Jennifer Rustin to adopt Ordinance #2018-9-1 amending the Capital Improvement Plan. The motion was supported by Walt Minnick and carried with a unanimous vote.

WATER PROJECT - Darren Wells reviewed items that were included in the written progress report. He reported that GRW is still on track to have the final design phase completed by October 1st. Darren reported that the town has received notice that we were awarded a \$600,000.00 OCRA grant, and that financing for the water project seems to be in place. Darren gave Jay Moore the bidding documents to review. GRW will be submitting applications to INDOT, IDEM, and Homeland Security this month. Those permitting agencies require 45-60 days for review. The goal is to advertise for construction bids and have the bid opening on November 1st. Construction will hopefully begin in January 2019. Darren is hoping to have the pre-bid meeting on October 18, 2018. **GRW ENGINEERING INVOICE**- Melinda Jobe made a motion to approve payment to GRW for geotechnical services, invoice #50777 in the amount of \$2,950.00. The motion was supported by Jennifer Rustin and carried with a unanimous vote. Mary King reported that a request for proposals for Grant Administration Services has been published in the newspaper. Proposals are due by September 21st, with interviews being held the week of September 24th. The contract will be awarded on October 8, 2018. She also reported that a FONSI (finding of no significant impact) for the water project and release of funds from OCRA has been published in the newspaper. Any objections must be filed prior to October 8, 2018.

WASTEWATER PROJECT - Kent Schuch reported that the wastewater project has reached substantial completion, but that they don't have all the documents signed. Nick Govardman said that they have the substantial completion document with them, but were concerned about the completion deadline. Kent recommends that the Council set a date in one to two weeks to review the change orders and costs for changes requested. He recommends back-dating so that everything lines up with the substantial completion date. Jay Moore has not had a chance to review the change order document. Change Order #5 was received over the weekend by Billy and forwarded to the Town Council today. Nick Govardman said that Crosby was asking for 20 days additional time for the hand-rail change, and substantially longer for the 3" valve if the valve is required to be domestic (American steel). He stated that getting an American-made valve could take 6-8 weeks. Melinda Jobe was not in favor with giving any further extensions and neither is Jennifer Rustin. Melinda stated that the Council had delayed substantial completion for Crosby and that they should have ordered the hand-rail before now. Devon Kirk, owner of Crosby Construction, stated that they could not order the handrail until they receive a directive from Triad to place the order. Billy expressed frustration that it has been known for some time that these items were needed, yet nothing had been done. Nick said that they had been working on trying to figure out an alternative to the valve that wouldn't have to

meet the steel requirement, but could not come up with anything. Mary King stated that the grant needs to be closed out in November. It would be a problem to get the grant closed out if we have to wait 6-8 weeks for a valve. Darren Wells stated that he is familiar with SRF projects and questioned if they could try to acquire it as a de minimis. After discussion, it was decided that Kent and Nick would look into the issue to find out if the 3" valve could be considered de minimis. The Council discussed and reviewed the punch-list items. Jay recommended that the Council give authorization to Triad to issue a directive for the hand-rail to be installed and to install the 3" valve if it is de minimis, and to not do the valve if it isn't. Billy stressed that something needed to be done right away concerning the effluent chamber. The issue has been a problem in the past, and again for the last three days. Triad reportedly had come up with a way to fix the issue, but the price came in way higher than expected. Crosby Construction signed the substantial completion document that will be back-dated to September 7, 2018. Jay is not comfortable signing the document at this time because he has not read the entire contract. Mary King will provide Jay with the contract, and he will give a recommendation at the next meeting. PAY APPLICATION - After review, a motion was made by Melinda Jobe to approve pay application #11 to Crosby Construction in the amount \$61,399.00. The motion was supported by Walt Minnick and carried with the following vote: Walt Minnick-yes, Jerry Faucett-yes, Melinda Jobe-yes, Valerie Pearson and Jennifer Rustin abstained. Mary King noted that the deduction for trickling filter demolition is listed at \$22,225.00 and asked if everyone has agreed to this amount. Both Nick and Devon said that the figure is not correct, and it should be much less. The Town Council will meet on September 24, 2018 at 6:30 p.m. to discuss change order #5 and final completion dates.

PARK/RECREATION BOARDS - There were no representatives from the Park or Recreation Boards in attendance. Billy Walker reported that he had looked at the issue in the women's restroom discussed last month. He found that the water is coming from the drain from the women's toilet that goes through the back wall. Billy thinks that this will be difficult to fix and could be why plumbers haven't wanted to tackle the job.

STORMWATER UTILITY BOARD - Stormwater Utility Board Members reported that there were no drainage issues during the large rain event we just had. Billy stated that if there were any complaints, he wanted it known that the work he has done in the alley behind 114 S. Main Street, was what the Council had directed him to do. Billy has a complaint that Mike Wallace has been driving in the grass on W. Monroe Street near South Main Street and has torn up the grass. Billy suggested we install curbs & gutters and repave the street. He feels this would alleviate the problem, and also provide more parking during downtown events. Council Members felt that this might be a good idea and asked Billy to get cost estimates. Jerry Faucett mentioned that the town barn needs guttering because water runs off the town barn over to Gearheadz.

UTILITIES - Billy Walker provided the Town Council with a written monthly progress report prior to the meeting. Billy said that his daughter has volunteered for the town and has been painting curbs/gutters for the past two days. Billy said that they have been trying to get all of the painting done before Octoberfest. Council Members agreed that everything is looking very nice.

COMMUNITY CROSSINGS GRANT APPLICATION - Billy provided cost estimates for street paving that should be included in the Community Crossings Grant application. After review of the list, a motion was made by Jennifer Rustin to apply for a Community Crossings Grant to pave the list of streets presented and to name Walt Minnick as signatory for the application. The motion was supported by Valerie Pearson and carried with a unanimous vote.

SLUM/BLIGHTED ORDINANCE - Mary King gave the Council a sample ordinance concerning slum/blighted areas that would need to be adopted prior to the town applying for a OCRA streetscape grant. Jay Moore will review the sample ordinance, but the Council will need to choose the areas to be listed.

POLICE DEPARTMENT - Matt Myers reported that Anitra McKinney has questions about the employment contract. Matt had told her to contact Jay with any questions, but she has not done that yet. After discussion, it was decided that Walt Minnick will call Anitra and tell her to contact Jay by this Friday with any changes to the contract she is requesting. Matt reported that Gearheadz has been working on the vehicle issues on their property. Billy thought

that his permit allowed for him to have nine vehicles outside the fence. MILITRY EQUIPMENT - Matt reported that all of the LESO guns are gone.

CLERK-TREASURER - Fund, Revenue, & Appropriation Reports & the Register of Claims were given to the Town Council for review prior to the meeting. All reconciled bank statements were presented to the Council for review and Walt Minnick signed the statements. The Register of Claims and the Adjustment Register were presented, reviewed, and signed by all Town Council Members.

TOWN COUNCIL - Jerry Faucett asked Jay Moore about motor homes on private property and the rules about people staying in the motor home. The Unified Development Ordinance says that people are allowed to stay in a motor home parked on private property for seven consecutive days, but no more than a total of 30 days per year. Jerry also questioned the guidelines concerning at what point mobile homes are considered abandoned. Jay said that by county ordinance, a mobile home is considered "abandoned" if it has set empty for twelve consecutive months. Jerry has concerns about both issues and the answers he was given from a representative at the Area Plan Commission.

With no other issues coming before the Town Council, the meeting was adjourned at 9:17 p.m.

Walt Minnick