

The regular meeting of the Kirklin Town Council was held on Monday, August 14, 2023, at 7:00 PM at Kirklin Town Hall.

Kirklin Town Council Members present were Jennifer Bowman, Jerry Faucett, Melinda Jobe, Walt Minnick, & Brent Stetler.

Also present were Brendon Bright, Jim Mann, Billy Walker, Tara Walker, Sherry Stowers, Alex Intermill, Kim Deck, Jenny Dunn, Jay Moore, Dwaine Pitzer, & Mary King.

The meeting was opened by Melinda Jobe, and she led with the Pledge of Allegiance and a prayer.

**MINUTES** – The Minutes for the meeting held on July 10, 2023, were approved as written.

**ADDITIONAL APPROPRIATION PUBLIC HEARING** – Melinda Jobe opened the Public Hearing for an Additional Appropriation in the amount of \$900.00 for the Police Donation Fund. Mary King read the proposed Additional Appropriation #2023-8-1 aloud. Seeing no questions or concerns, a motion was made by Brent Stetler to approve Resolution #2023-8-1. The motion was supported by Walt Minnick and carried with a unanimous vote. The Hearing portion of the meeting was closed.

**TOWN LOGO** – The Town Council reviewed town logos designed by Angie Mollenkopf (KMS Director). They also asked the opinion of those in attendance at the meeting as well. Walt Minnick made a motion to accept logo #1. Brent Stetler supported the motion, and it was carried with a unanimous vote.

**PAVER PROJECT** – Dwaine Pitzer was in attendance to speak with the Council about finishing the sections at the north end of downtown that have not had pavers installed. Those sections include the Farmers Bank, Kirklin Fire Station, and the Kirklin Library. He said that the township will probably not be able to contribute to the project since they don't own the property in the ROW. Dwaine said that he had gotten a price to do the project pre-covid and the estimate was \$25,000.00, but the most recent estimate was for \$32,000.00. He has a \$5,000.00 private donation and the Farmers Bank has agreed to donate \$8,000.00-\$10,000.00. The removal of the sod by volunteer labor could save \$5,000-\$10,000.00. Billy Walker said that the town still has two pallets of pavers that could be used for the project. Jay Moore said that before any work begins, we need to check with INDOT. Billy said that INDOT has a 100 ft. ROW on Main Street. We would also need to reach out to the underground utility locators as well. Melinda Jobe made a motion to set aside \$15,000.00 from the CCD Fund for the paver project. The motion was supported by Walt Minnick and carried with a unanimous vote. Dwaine requested that representatives from the Library, Township, Farmers Bank, and the town schedule a meeting to discuss moving the project forward this year.

**2024 ECLIPSE** – Chip Mann spoke about plans to bring people to town for the eclipse that will take place on April 8, 2024. They have formed a team for events, but everything is in the early stages of planning at this point. He said that it has the potential to draw a lot of people to Kirklin.

**DESIGNATED OUTDOOR REFRESHMENT AREA (DORA) ORDINANCE #2023-8-2** - Jim Mann and Attorney Alex Intermill (also a partner in the distillery) presented information concerning laws and the flexibility given to cities and towns to create rules, etc. governing DORA's. The town can create up to seven different DORA's and the town has the ability to set hours and rules for each. Jim explained that under the current law customers could not purchase a drink at the tasting room and carry it over to the distillery for a tour. He said that he had originally planned to request that the Council adopt a DORA for a designated area in the downtown as well as at the distillery but has decided that there are things that need to be worked out before one can be done for the downtown area. Jennifer Bowman has concerns about the liability for business owners in the downtown area. Alex said that each individual business should have their own liability insurance. Kirklin will have to develop signage for the DORA and establish the hours and months it will be in effect. Jim suggested that all participating

businesses could have branded cups and maybe some sort of wristband for patrons. Jim and Alex brought the forms needed for necessary permits. Jennifer Bowman suggests adopting a DORA Ordinance for the distillery for now. Kim Deck suggested adding the park to any future DORA ordinances. Jim Mann said that Booker's should be added as soon as possible so that drinks can be served on their patio. Walt Minnick made a motion to adopt Ordinance #2023-8-1 establishing a Designated Refreshment Area for the distillery and tasting room locations. The motion was supported by Jennifer Bowman and carried with a unanimous vote on first reading. Melinda Jobe made a motion to suspend the rules and consider for second reading at initial presentation of the ordinance. The motion was supported by Jerry Faucett and carried with a unanimous vote. Melinda Jobe made a motion to pass Ordinance #2023-8-1 on second reading. The motion was supported by Walt Minnick and carried with a unanimous vote. The Council signed paperwork provided by Jim and Alex.

**SIDEWALK REPLACEMENT** – Melinda Jobe made sure that all Council Members knew that a resident had fallen on the sidewalk near the corner of E. Ross/N. Main near the Dollar General. The resident said that her fall was due to the broken sidewalk. The Council discussed the issue of there being other sections of the sidewalk that need to be repaired on Main Street as well. Billy Walker will get estimates for per linear ft. sidewalk replacement.

**WASTEWATER PROJECT** – Melinda Jobe explained that she had received an email from Maureen with Commonwealth and that she had been strongly encouraged to wait until October 1st to submit the USDA Rural Development funding application. The median household income levels change at that time, and we should qualify for “poverty level” funding which increases our chances of receiving grant funds and a lower interest rate loan. Melinda reported that she has signed and submitted forms for the loan.

**PARK BOARD** – Kim Deck was still present, but Jenny Dunn had left the meeting prior to the Park Board section of the meeting. Kim reported that the Kirk's Crossing Festival had gone well. She has had 10-12 people rent the park pavilions and that could help fund cleaning of the restrooms at the park. She reported that the automatic door locks are unable to lock if the door isn't closed at night. She thinks door closures would help with this problem. Billy will get Kim information concerning ADA requirements for the speed with which the doors need to close. Kim also gave updates on what the Park Board has been working on and reviewed the projects they plan to work on for next year. The major project will be a walking path around the perimeter of the park. Shawnee Metzinger has had to resign as a Park Board Member, but she has Chris Perry who is willing to serve on the Park Board in Shawnee's place. Billy Walker volunteered to provide the labor if the Park Board paid for the hardware and material to build new picnic tables this winter. Melinda Jobe said that she would like to see new playground equipment. Kim Deck questioned if the Town Council would be willing to contribute \$50,000.00. Melinda suggested that Kim bring estimates back to the Council and that the Park Board apply for grants. Jennifer Bowman mentioned that she had seen where someone was getting rid of used equipment in Sheridan. Kim said that she had been sent the contact information and reached out, but she didn't know if it was a scam because no one ever responded. Brent Stetler made a motion to appoint Chris Perry to the Park Board. The motion was supported by Jennifer Bowman and carried with a unanimous vote. Sherry Stowers said that she has volunteered to be on the Park Board but has been passed over for several appointments. After a brief discussion, Kim and Sherry agreed to discuss the matter at a later time.

**UTILITY SUPERINTENDENT** – Billy Walker provided the Council with a written report prior to the meeting and did not have anything to add. Some items in the report were that Billy fixed a leak in the alley behind White Lion Antiques. He has received a letter from INDOT and is currently putting together a scope of work with options to fix the sink hole at N. Main/W. Washington. Billy has heard from the insurance company concerning the hail damage to buildings. Porter Roofing and the insurance company hashed out numbers and have finally come to a total cost for damages. Billy said that he will call Mr. Holliday tomorrow and speak with him about what the process will be to get our damage resolved.

**TOWN MARSHAL** – Brendon Bright gave an update on the hail damage claim for the police vehicles. He has received two very different estimates. The new AED's have come in for the two police vehicles. He has an AED for the Town Hall and has ordered a case that will hang on the wall to keep it protected. Brendon received pricing for two new radios. He has money in the Non-Reverting Fund, and he would like to use some of it for the purchase of one of the radios this year. The cost for the radio with programming is \$4,899.48. Melinda Jobe made a motion to approve purchasing one radio for \$4,899.48. The motion was supported by Jerry Faucett and carried with a unanimous vote. Brendon reported that he has purchased three new vests that the prosecutor's office has agreed to pay for. Two more vests will need to be replaced in a couple of years. Jay Moore said that he has filed on the recent vicious dog case. Brendon said that there was some confusion as to when the defendant was supposed to have a court date. Jay said that he will speak with the Judge and ask him to set a court date. Jerry Faucett reported having seen a pit bull in the house as well, but he thinks they may have gotten rid of it.

**LEAK ADJUSTMENTS** – A motion was made by Walt Minnick to approve the following leak adjustments: Donna Weber \$107.50 and Rebecca Bryant \$19.11. Jerry Faucett supported the motion, and it was carried with a unanimous vote. Melinda Jobe thanked Tara Walker for always showing the calculation of the adjustments on the back of the form.

**CLERK-TREASURER** – Mary King provided the following reports to the Town Council prior to the meeting; Revenue, Appropriations, Statement of Reconciled Accounts, Register of Claims, and the Adjustments Register, and Payroll Allowance Docket for the month ending Jul 31, 2023. All Council Members signed the Adjustments Register, Register of Claims, and Payroll Allowance Docket. Melinda Jobe reviewed the bank statements and signed the Statement of Reconciled Accounts.

**OPIOID FUNDS** – Sherry Stowers was in attendance to represent the Bridge Board. The Board would still like to have the OPIOID Funds that the town received. She has been working with Healthy Communities to come up with ideas for programs that the funds could be spent on. Lorra Archibald (Healthy Communities) has given her a sample of a MOU that could be modified for our situation. Sherry reported that Michigantown gave their money to Healthy Communities. Mary King said that she didn't think the town would receive any more of the OPIOID funds since our amount was so small. Sherry said that the way she understood it, is that the county would receive the town's distribution since it is under \$5,000.00, but that the county would then disburse the money to the town. Mary said that the town has not received a distribution so far this year.

**INSURANCE RENEWAL** – The town insurance will be renewed at the end of August. Ryan Hartzler provided a breakdown of the premiums. The total renewal package is \$30,559.00. The premium last year was \$25,721.00. Ryan said that the increase is due to increased property and vehicle values (\$1,938.00), an increase in wages for the Police Department (\$859.00) and adding the 2022 Ford Explorer. Melinda Jobe made a motion to approve the renewal. The motion was supported by Brent Stetler and carried with a unanimous vote.

**2024 BUDGET HEARING** – The 2024 Budget Hearing will be held at 7:00PM on September 11, 2023.

**STREETLIGHTS** – Jerry Faucett reported that it is very dark going out of town on E. Pike Street and he thinks we may need to add another streetlight. The Council discussed other areas that may need a streetlight too. Mary suggested that we start a list of locations and then submit the list to Duke Energy for a cost estimate.

Seeing no further business to come before the Council, the meeting was adjourned at 9:12pm.

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Melinda Jobe