

A year end meeting of the Kirklin Town Council was held on Thursday, December 26, 2024, at 5:00 p.m. at Kirklin Town Hall.

The meeting was opened by Melinda Jobe. On the call of the roll, the following Town Council Members were present: Jerry Faucett, Melinda Jobe, Walt Minnick and Craig Hudzinski. Brent Stetler was absent.

Also present were Billy Walker, Jay Moore, Brendon Bright, and Tara Walker.

**MINUTES** – Walt Minnick made a motion to approve the minutes as written from the town council meeting held on Monday, December 9, 2024. The motion was supported by Jerry Faucett and it carried with a unanimous vote.

**RESOLUTION #2024-12-3** – A motion was made by Melinda Jobe to sign and adopt Resolution #2024-12-3 which transfers \$15,000.00 from MVH/Restricted Fund #2203 and \$3,838.75 from MVH/Unrestricted Fund #2201 to Local Road and Bridge Matching Grant Fund #2402. The motion was supported by Craig Hudzinski and it carried with a unanimous vote.

**RESOLUTION #2024-12-4** – A motion was made by Craig Hudzinski to sign and adopt Resolution #2024-12-4 to encumber Local Road & Bridge Match Grant 2402001363.000 – Maintenance of Streets in the amount of \$75,355.00 which will be payable to Baumgartner & Company. This encumbrance is due to the paving project being bid and awarded in December 2024 but will not be completed until 2025.

**REGISTER OF CLAIMS** – The Register of Claims dated December 26, 2024 was presented to the Town Council and was signed by all councilmembers in attendance.

**CLERK-TREASURER** – Tara Walker provided the council with a copy of the Monthly Statement of Accounts and Fund w/Investments for month ending November 30, 2024. Melinda Jobe signed all bank statements and the Monthly Statement of Reconciled Accounts prior to the meeting.

**2025 SALARY ORDINANCE** – After discussion, Craig Hudzinski made a motion to adopt the 2025 Salary Ordinance #2024-12-5. The motion was supported by Walt Minnick and it carried with a unanimous vote.

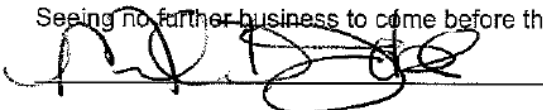
**ADVISORY COUNCIL ON TOWN AFFAIRS** – Tara Walker provided information regarding the Advisory Council on Town Affairs scheduled for January 22, 2025, at 6:30pm in Rossville. She stated that she must attend each year plus at least one councilmember. Walt Minnick stated that he would attend.

**ARPA FUND** – A discussion was had regarding the remaining unspent ARPA funds. Tara Walker stated that she can change the appropriation used for the police department's new computer and rifle from PSLOIT to ARPA and can use the few remaining dollars to pay general town expenses.

**ANNUAL CERTIFICATIONS OF COUNCIL** – Tara Walker provided a copy to each councilmember the following forms: Annual Certification of Elected Official to the Executive of the Town of Kirklin on Compliance with Municipal Nepotism Policy Involving Direct Line Supervision and the Certification of Elected Official to the Executive of the Town of Kirklin on Compliance with Municipal Nepotism Policy (pertaining to contracting). These forms are to be submitted to the Town Council President prior to the end of each calendar year.

**CONFLICT OF INTEREST** – Tara Walker provided each councilmember a copy of the most recent version (R2 / 9-24) of Form 236 Uniform Conflict of Interest Disclosure Statement. She informed them that they are responsible for turning it in to the Clerk-Treasurer's office, if applicable, and that it must first be approved at a council meeting.

Seeing no further business to come before the Town Council, the meeting was adjourned at 6:58 p.m.



Melinda Jobe, Town Council President