

The regular meeting of the Kirklin Town Council was held on Monday, February 14, 2022, at 7:00 p.m. at Kirklin Town Hall.

MEETING CALL TO ORDER – The meeting was called to order by Melinda Jobe, and she opened with the Pledge of Allegiance and a prayer. On the call of the roll the following Town Council Members were present Jennifer Bowman, Jerry Faucett, Melinda Jobe, Walt Minnick, and Brent Stetler. Also present were Brendon Bright, Jay Moore – Town Attorney, Maureen Hayden, Al Stong, and Dale Gick – Commonwealth Engineers, and Mary King.

MINUTES - The Minutes from Town Council Meetings held on January 10, 2022, were approved as read.

COMMONWEALTH ENGINEERING/ THERBER BROCK RATE CONSULTANTS – Maureen Hayden introduced Al Stong, President of Commonwealth Engineers. He explained that Commonwealth focuses on water and wastewater projects and helps the community with the financing of those projects. He explained that Kirklin is seeing tremendous flows at the WWTP when it rains. He discussed our past projects and what those projects accomplished. He presented five options for the Council to consider but recommended that the Council have Commonwealth develop a Preliminary Engineering Report (PER) and seek funding options. He explained how much funding the State of Indiana will receive from the American Rescue Plan funds. He further explained that half of those funds must be given out in the form of grants to economic justice areas. They think that the Town of Kirklin will qualify for consideration of a portion of those funds but stated that the government has not defined an “economic justice area” yet. Steve Brock with Therber & Brock explained the upcoming funding options that may be available for the town. He said that Kirklin is in the range we need to be in as a target rate to buy down the loan, meaning that our rates qualify in terms of what the state considers the affordability rate to be (\$65.00 for 4,000 gallons for sewer). Melinda Jobe made a motion to have Commonwealth Engineering prepare a Preliminary Engineering Report. Brent Stetler supported the motion and it carried with a unanimous vote. Billy Walker said that he has a new inspector, and he has no idea what the inspector may recommend. It is possible that he could recommend a sewer BAN or an enforcement action if the town hasn’t moved forward with addressing our I & I. Billy thinks that the town needs to focus on investing and repairing our sewer/storm lines at this time rather than forcing residents to repair their laterals. Many people would probably not be able to afford to make needed repairs if a faulty lateral were discovered.

ORDINANCES TO INCREASE THE RATE FOR TRASH & SEWER CHARGES – Mary King provided information showing the Council what the current rate customers pay for wastewater is for both minimum usage, which is 2,000 gallons, and for 4,000 gallons which is what the state considers as average. The report also included what the current average monthly sewer collections are and what a proposed 5% and 10% increase would generate both monthly and annually. All Council Members are concerned about having to increase the rate. Mary King said that the rate was supposed to be a 5-year rate but with the current operating balance being so low, we have to do something. Jay Moore said that we are pretty close to that 5-year mark since the ordinance was adopted in 2018. After reviewing the report, Melinda Jobe expressed concerns that a 5% increase will not be enough. Jennifer Bowman feels like residents will not be happy if we have to increase the rate by 5%, then turn around and increase it by another 5% next year. A motion was made by Walt Minnick to increase the current rate for sewer charges by 5% and adopt Ordinance #2022-2-3 on first reading. The motion was supported by Jerry Faucett and carried with the following vote, Brent Stetler-yes, Jerry Faucett-yes, and Walt Minnick-yes, Melinda Jobe-no, Jennifer Bowman-no. **TRASH** – Mary King read Ordinance #2022-2-4 which would increase the rate for trash pick-up by \$1.00 for both senior and regular customers. A motion was made to adopt Ordinance #2022-2-4 on first reading. The motion was supported by Brent Stetler and carried with a unanimous vote. The increase is needed to cover the cost of monthly trash collection services as well as the annual clean-up day.

PARK/RECREATION BOARD – Patty Quick was in attendance and gave a report for the Park Board. The main concerns the Park Board has is that they would like to move forward with the concrete work to become more ADA compliant. Patty is aware that we need to solicit three quotes due to the estimated cost of the project. She would like to have a meeting and would like for a couple Council Members to attend so they can discuss park issues. She will be reaching out to all current Park Board Members to be sure they can commit to attending meetings and helping with the park. The Library Board may need to appoint a new member.

UTILITIES SUPERINTENDENT – Billy Walker provided Council Members with a written report prior to the meeting and reviewed highlights with the Council. Jay noted that he would be reaching out to John Hause because there is a typo on the legal description on the survey. One of the most notable items in the report is that the street known as

“Mudd Street” has been surveyed and Billy will have it brought into the town’s inventory. The street will then be eligible for possible CCMG funding.

TOWN MARSHAL – Brendon Bright reported that we have had some police vehicle issues and they have been repaired. Mary King brought up the request by a Deputy for the town to open an Amazon account. A motion was made by Melinda Jobe to approve opening an account with Amazon, with all orders being ran through the Clerk-Treasurer. The motion was supported by Brent Stetler and carried with a unanimous vote.

CLERK-TREASURER - Revenue & Appropriation Reports for January 31, 2022, Billing Adjustment Register for month ending January 31, 2022, Current Register of Claims, Statement of Reconciled Accounts for month ending January 31, 2022, w/ Fund Report, were given to the Town Council prior to the meeting for review. There were no questions concerning the reports. The Register of Claims and Billing Adjustment Report were signed by all Council Members. The Statement of Reconciled Accounts was signed by Melinda Jobe. **WRITE-OFF RESOLUTION #2022-2-1** was presented for checks that have been outstanding for more than two years. A motion was made by Melinda Jobe to approve Write-off Resolution #2022-2-1. The motion was supported by Jennifer Bowman and carried with a unanimous vote. **SALARY ORDINANCE AMENDMENT FOR FEDERAL MILEAGE RATE #2022-2-2** – A motion to adopt Ordinance # 2022-2-2 amending the current Salary Ordinance to reflect the current federal mileage rate was made by Melinda Jobe. The motion was supported by Jennifer Bowman and carried with a unanimous vote. **CONSIDER LEAK ADJUSTMENT REQUESTS** – A motion was made by Brent Stetler to approve the following leak adjustments: Thomas Comerford - $483.55+136.90=220.45$, Kamdin Hall - $95.64+168.06=263.70$, Excel Tool & Engineering $81.67+138.54=220.21$. The motion was supported by Jerry Faucett and carried with a unanimous vote.

INVOICES – Mary King presented an invoice that arrived after the Register of Claims was prepared. Billy said that there will be an additional invoice that will state that the damages to the equipment at the WWTP was caused by the electrical problems Duke Energy experienced during a storm event. Once we receive the second invoice, we will submit a claim to our insurance company. A motion was made by Melinda Jobe to approve paying invoice #16376 to B.L. Anderson in the amount of \$5,157.88 and the second invoice in the amount of \$555.00 for the initial visit. The motion was supported by Brent Stetler and carried with a unanimous vote.

EMPLOYEE HANDBOOK AMENDMENT – Mary King reported that it had been discovered that the portion of the Employee Handbook that allowed emergency callout pay for both full and part-time employees had been omitted from the most recent handbook and should not have been. Jay Moore thought that it could have been omitted as it was stated in the prior handbook because the language could have possibly allowed for errors in the calculation of overtime. Mary King said that it is rare that an employee gets called out for emergencies, but with the recent heavy snow it was an issue. Jay felt that a better way to address the issue is to have a separate pay listed for call-out pay. A motion was made by Melinda Jobe to approve adding call-out pay and state that it is paid at time and a half for non-exempt, full and part-time employees. The motion was supported by Walt Minnick and carried with a unanimous vote.

COUNCIL MEMBERS – Jennifer Bowman questioned where we are with the rezoning of the Gearheadz property. Jay Moore said that the Board of Zoning Appeals part is complete. The owners of the property still need to do their part.

Seeing no other business to come before the Town Council, the meeting was adjourned at 9:20 p.m.

Melinda Jobe _____