

The Regular Meeting of the Kirklin Town Council was held on Monday, May 13, 2024, at 7:00 p.m. at Kirklin Town Hall.

The meeting was opened by Tara Walker, Clerk-Treasurer. On the call of the roll, the following Town Council Members were present: Brent Stetler, Jerry Faucett, Melinda Jobe and Craig Hudzinski. Walt Minnick was absent. Let it be noted that Craig Hudzinski had to leave the meeting early however a quorum was still met.

Also present were: Billy Walker, Brendon Bright, Joanne Lytton, Mel Lytton, Dan Carlisle, Mike Hufford, Kat Bell, Liz Stitzel, Jay Moore, Mary King, and Jim Mann.

The Pledge of Allegiance and a prayer were led by Melinda Jobe.

MINUTES – The Minutes from the Town Council Meeting held on April 15, 2024 were approved as written.

AREA PLAN COMMISSION – Liz Stitzel presented LUPAKI #05-24-377 for which the APC submitted a favorable recommendation. She explained that it pertains to changes to the Unified Development Ordinance (UDO), most of which are just typo corrections. The council received a copy of the proposed changes, along with an explanation of any changes made to them, prior to the meeting. After a brief discussion, Melinda Jobe made a motion to read Ordinance #2024-5-1 “An Ordinance Amending the Unified Development Ordinance of Clinton County, Indiana and the Town of Kirklin”, by title only. The motion was supported by Brent Stetler and it passed with a unanimous vote. Melinda Jobe then made a motion to approve Ord #2024-5-1 on first reading. The motion was supported by Brent Stetler and it passed with a unanimous vote. Melinda Jobe made a motion to suspend the rules to be able to pass the ordinance on the second reading at the same meeting. The motion was supported by Brent Stetler and it passed with unanimous vote. Melinda Jobe made a motion to pass Ord #2024-5-1 on second and final reading. The motion was supported by Brent Stetler and it passed with a unanimous vote. Kat Bell then gave a brief overview of 2023 Kirklin APC matters. Fifteen building permits were issued with a total added valuation of \$855,086.00. Unpaid court judgements of APC ordinance violations will be turned over to TREX which intercepts state tax refunds. Jerry Faucett asked about what is going on with the house located 309 W. Jefferson St. Kat explained that the APC has no jurisdiction over it but the council does. Kirklin’s grass ordinance was discussed. The APC cannot enforce the Town’s local grass ordinances however Liz recommended that the Town possibly raise the penalty, which currently stands at \$100.00 per lot for the first offense.

502 E PIKE ST – Mel and Joanne Lytton were in attendance as the new owners of Lots 1, 2, 9, and 10 in the Myer’s 1st Addition located at 502 E. Pike St. where they plan to build a one-story house. They would like the town to vacate easements located on the property but conflicting information was found. Because more research needs to be done before the council can make a decision, the issue was tabled until the June meeting.

LIVESTREAMING – Mike Hufford from AV Pro presented the council information regarding what his company offers for livestreaming meetings. By state law, Kirklin must livestream all regular council meetings by July 1, 2025. Mr. Hufford’s company offers a full package, with no ongoing monthly fees. After a brief discussion, the council thanked him for his time and noted that we have some time left before the law goes into effect.

SEWER REHABILITATION PROJECT – OCRA GRANT – Tara Walker informed the council that she received confirmation from OCRA today that the Town’s \$700,000.00 grant modification request has been approved.

ENGINEER – The council was provided a quick update from an e-mail that Tara received from Darren Wells of Commonwealth Engineering stating that they remain on schedule. **INVOICES** - Brent Stetler made a motion to approve the following invoices: Commonwealth Engineers Inv #58993, \$17,250.00; Commonwealth Engineers Inv #59375, \$11,500.00; and Barnes & Thornburg, LLP Inv #3252345, \$15,000.00. The motion was supported by Jerry Faucett and it carried with a unanimous vote. Brent Stetler made a motion to approve a flat fee of \$10,000.00 to Ryan, Moore, Cook, Triplett & Albertson for legal representation in connection with the issuance of Sewage Bond Anticipation Note 2024R-1. The motion was supported by Melinda Jobe and it carried with a unanimous vote.

FLOOR MAINTENANCE – The council considered a maintenance proposal from J & T Cleaning for quarterly or semi-annual burnishing of the tiled floors. After a brief discussion, it was decided to have them clean the floors on a semi-annual basis and get quotes on what it would cost to have carpet floor tiles installed.

FOOD TRUCKS – Big Country BBQ has expressed interest in sitting in Kirklin with his food truck. Jay Moore is currently working on a food truck ordinance. In the meantime, the council decided to allow food trucks to sit in town provided the proper paperwork is provided, on any day and time that they wish, unless problems arise. Once a food truck ordinance is approved, each vendor will be required to abide by all rules and regulations set forth.

PARK BOARD – There were no park board members present at the meeting. Melinda Jobe stated that Kim Deck wanted to confirm that the board was in favor of the walking path. They have received three bids to put the gravel path in. The park board is also looking into applying for a grant from Duke Energy for some landscaping

and benches along the path. Kirklin Homemakers would like to partner with the park board for a book walking path. The council confirmed they are in favor of the walking path. Jay Moore asked if the park board was providing a budget to the town. Tara Walker stated that there was \$42,000 in the 2024 budget for the walking path, approved by the council.

DRAINAGE ISSUES – There were no new issues to report at this time.

UTILITY SUPERINTENDENT – Billy Walker provided the Town Council with a written report prior to the meeting. He received quotes for repair work that needs to be completed, which resulted from large water leaks. The areas needing paved are on on Madison St. which must be done to town specs, and Jefferson St., which must be repaired according to INDOT specs. The quotes were: Baumgartner Paving for \$24,378.31; E & B Paving for \$23,626.00; and Triangle Asphalt for \$8,750.00. Melinda Jobe made a motion to approve the bid from Triangle Asphalt in the amount of \$8,750.00. The motion was supported by Jerry Faucett and it carried with a unanimous vote. Billy stated that he received a quote from Metzinger Construction to clean and seal the aggregate in the town hall hallway with a light honey brown tint for \$985.25. After a brief discussion, Brent Stetler made a motion to approve the quote from Metzinger Construction in the amount of \$985.25. The motion was supported by Jerry Faucett and it passed with a unanimous vote. Billy informed the council that the generator at the water plant needs a new radiator and is waiting on quotes. He also reported that Duke Energy has replaced all of the street lights in town with LED. Tara Walker stated that it should lower our street light bill a little and with LED's being installed, there should be fewer reports of street lights out. Billy reported our IDEM inspection at the water plant was performed and there were no major deficiencies to report.

POLICE DEPARTMENT – Brendon Bright reported that he did some Zoom training on the body and car cameras the town is purchasing. He mailed grass ordinance violation letters to Dollar General, Duke Energy and AT & T. He will be going to annual marshal training at the end of the month. He reported 25 incidences reported to the police department in the past 30 days, 10 of which were town ordinances. There were 35 traffic stops: 25 warnings and 10 citations.

CLERK-TREASURER – Tara Walker provided the following reports to the Town Council prior to the meeting for month ending April 30, 2024: Revenue, Appropriations, Payroll Allowance Docket, Adjustment Register, the Accounts Payable Register and Fund with Monthly Bank Statement of Reconciled Accounts. Seeing no questions, the Town Council signed the Payroll Allowance Docket, the Adjustment Register, and the Accounts Payable Register. Melinda Jobe reviewed and signed the bank statements as well as the Monthly Statement of Reconciled Accounts. Tara presented the council with additional claims that arrived after the Claims Register was already printed. Brent Stetler made a motion to approve the following invoices: Buckeye Power Sales, \$833.25; Marion Chronicle Tribune, \$31.32; Indiana Department of Environmental Management, \$30.00; Alliance of Indiana Rural Water, \$125.00; Amazon, \$133.43; and Amazon, \$12.49. The motion was supported by Jerry Faucett and it carried with a unanimous vote. **LEAK ADJUSTMENTS** – Melinda Jobe made a motion to approve the following pool adjustment: Jessie Stinnett, \$100.21. The motion was supported by Jerry Faucett and it carried with a unanimous vote. **CAPITAL ASSET THRESHOLD** – Tara informed the council that during the recent audit, State Board of Accounts instructed that anything under our current \$1000 capital asset threshold be removed from the register. They advised that our capital asset threshold was low for a small town and that it would make it easier and with less room for error if we were to raise it to at least \$5,000.00. After a brief discussion, it was decided that Jay Moore will amend our current capital asset ordinance to reflect a \$5,000.00 threshold and bring it our next meeting. **MISC** – Tara informed the council that she will be disbursing a check for Inv #PR23-4230 in the amount of \$138,900.61 to Porter Roofing for work completed on town buildings damaged by hail in June 2023. The town received \$137,900.61 from insurance and the town deductible is \$1000.00. Tara will be attending the 2024 ILMCT Annual Conference & State Board of Accounts School in South Bend June 23 – 27, 2024.

BRENT STETLER – Brent will be on vacation so will not be at June's council meeting.

JERRY FAUCETT – Jerry is concerned about dogs running loose.

MELINDA JOBE – Melinda reported complaints about an election poll worker being rude to multiple people. Tara stated that she, too, received a complaint about the worker.

Seeing no further business to come before the Town Council, the meeting was adjourned at 9:55 p.m.