

The Regular Meeting of the Kirklin Town Council was held on Monday, November 14, 2022 at 7:00PM at Kirklin Town Hall.

On the Call of the Roll the following Council Members were present Jennifer Bowman, Jerry Faucett, Melinda Jobe, Walt Minnick, and Brent Stetler.

Also present were Brendon Bright, Darren Wells, Maureen Hayden, Dave Harness, Crystal Houston, Billy Walker, Tonia Asher, Jenny Dunn, Jay Moore, Sandy Dixon, and Mary King.

Melinda Jobe opened the meeting and led with the Pledge of Allegiance and a prayer.

PARK BOARD MEMBER APPOINTMENT - Melinda Jobe made a motion to appoint Jenny Dunn to the Kirklin Park Board. The motion was supported by Brent Stetler and carried with a unanimous vote.

BRIDGE LEASE OF PARK SHELTER HOUSE –Mary King read the summarization of proposed terms of building and lease of the shelter and explained that the proposed terms had been developed by the committee appointed by the Town Council. Angie Mollenkopf is looking in to grant opportunities to help fund the improvements for the park project. Mary King said that she had a couple of items to add to the proposed terms that didn't appear to be included: language stating that the agreement applies to all future Boards and to designate who pays for heating and air conditioner repairs and who pays for replacement. Jay will work on an agreement for all parties to review. Crystal Houston questioned when construction on the project will begin. The answer is that it would most likely begin after Kirk's Crossing.

WASTEWATER PROJECT Darren Wells explained the PER process and that a public hearing would need to be held for public questions and comments. The Public Hearing will be held on December 12, 2022, at 7:00 PM. He also said that the applications to SRF (State Revolving Fund) would need to be submitted by April 1, 2023. Darren also reminded the Council that Senate Bill #272 requires that an Asset Management Plan (AMP) be submitted prior to the SRF grant application being submitted April 1st. Darren provided an amendment to the current contract for Commonwealth's portion to prepare an AMP in the amount of \$35,000.00. This amendment would need to be approved at the December meeting in order to meet the April 1st deadline. It is estimated that the Rate Consultant, Steve Brock, will charge \$15,000.00 for his portion of preparing the AMP. Steve Brock will also attend the public hearing to explain the rate study results. Included with the Commonwealth Engineers progress report #7 is a chart that shows what the rates could be for sewer customers with the different funding options. Amy Miller with Cornerstone Grants Management and Mary King have begun the process of completing an income survey to see if we qualify for any of the Bipartisan Infrastructure fund money. Based on the results of the Income Survey, the town could qualify for a grant if the median household income is below \$46,600.00. The Census currently shows Kirklin at \$48,375.00 MHI. A motion was made by Jennifer Bowman to approve the proposal from Cornerstone Grants Management for the Income Survey. Walt Minnick supported the motion, and it was carried with a unanimous vote. Brent Stetler made a motion to approve Commonwealth Engineers invoices in the amounts of \$3,600.00 for smoke testing & manhole inspection & \$4,000.00 for the study and report. The motion was supported by Jerry Faucett and carried with a unanimous vote.

PARK FENCE – Melinda Jobe said that she hasn't had much luck with Danielle Richey responding to her emails. Melinda feels like the Park Board should handle the issue since the lease is through the Park Board. Jerry Faucett thinks that the cleanup of the fence row will be difficult. Jennifer Bowman asked if it could be turned in as an insurance claim. It cannot be turned in as an insurance claim because the damage is on someone else's property and the damage was caused by kids climbing the fence to retrieve baseballs. In

addition, the Rec Board holds the lease to the property. Billy Walker suggested putting up a temporary fence for now and reusing the fence when trees, etc., can be cleaned out and the fence installed properly.

PARK BOARD – Amber Hendrickson, Stacey Richardson resigned as of this afternoon and turned in their keys. Bill Lantrip previously turned in his resignation from the Park Board effective October 31st. Melinda Jobe expressed appreciation for the work that all three Park Board Members have done. There are currently two vacancies and a third will be open January 1st when Patty Quick will go off the Board.

STORMWATER UTILITY BOARD – Billy Walker reported that he has requested three quotes for the road bore to complete the stormwater project along W. Adams St. Daystar has not responded as of 11/13/22, Berry It proposed \$5,835.80 with a \$2,917.90 down payment, Providence Directional Boring proposed \$8,710.00. Mary King explained that we cannot pre-pay for work. A motion was made by Melinda Jobe to approve Berry It's proposal in the amount of \$5,835.80 as long as they are willing to accept payment in full after work is complete. If they cannot waive the down payment requirement, move on to Providence. The motion was supported by Brent Stetler and carried with a unanimous vote.

UTILITIES SUPERINTENDENT – Billy Walker provided the Council with a written report. The report included general maintenance items for the month. He reported that we are still waiting for grant announcements for the Community Crossings Grant. The Asset Management Plan has been approved by INDOT. Billy is attending the IFA Meeting on 11/16/22. Charles Curry has hooked on to the town sewer and the line is operational.

TOWN MARSHAL – Brendon Bright gave an update on the remaining LESO equipment that needs to be returned. He said that they may have an individual that could return the Hummer for less than \$600.00 but will check to make sure they carry the necessary insurance. Jake Myers will be leaving due to purchasing a house out of the area. The new police vehicle is in. The amount that we will need to finance is \$28,200.00. Based on borrowing the full amount, the Council reviewed the rates and offers provided through HELP at the Indiana Bond Bank. The Council reviewed the options and Melinda Jobe made a motion to approve the 5-year option with BankCorp at 5.6% interest. The motion was supported by Walt Minnick and carried with a unanimous vote. Estimates were presented to outfit the new police car. Bartley's Outfitters was a total of \$9,900.00. Move Over Outfitters was for \$14,036.00. A motion was made by Brent Stetler to approve the estimate from Bartley's Outfitters in the amount of \$9,900.00. The motion was supported by Jennifer Bowman and carried with a unanimous vote. Brendon presented a quote from Axon Enterprise Inc. for a five-year contract in the amount of \$20,280.00. The annual fee would be approx. \$4,056.00 per year. Brendon will work on getting grants and use some of the LESO funds to pay for the service and car and body cameras. A motion was made by Brent Stetler to approve the invoice from Bartley's in the amount of \$2,585.00 which was slightly more than the previous amount approved for work on the Ford F-150. The motion was supported by Walt Minnick and carried with a unanimous vote.

CLERK-TREASURER - Revenue & Appropriation Reports for October 31, 2022, Billing Adjustment Register for month ending October 31, 2022, Current Register of Claims, Statement of Reconciled Accounts for month ending October 31, 2022 w/ Fund Report, & Payroll Docket 9/1/22 thru 10/31/22, were given to the Town Council prior to the meeting for review. The Register of Claims and Adjustment Register were signed by all Council Members. Melinda Jobe reviewed the Bank Statements/Statement of Reconciled Accounts and signed the register. A motion was made by Melinda Jobe to approve the State Board of Accounts invoices in the amount of \$2,466.00 & \$1,980.00. The motion was supported by Walt Minnick and carried with a unanimous vote.

LEAK ADJUSTMENTS – A motion was made by Brent Stetler to approve the leak adjustments presented: John Roberts \$49.52 and Jason Amich \$50.68. The motion was supported by Jennifer Bowman and carried with a unanimous vote.

HEALTH INSURANCE – The Council reviewed proposals from AIM Medical Trust for United Health policies & IPEP proposals from Anthem. A motion was made Jennifer Bowman to choose plan #5 with the AIM Medical Trust. Jerry Faucett supported the motion, and it was carried with a unanimous vote.

2023 SALARY ORDINANCE – The proposed 2023 Salary Ordinance #2022-11-1 was presented for consideration. A motion was made by Brent Stetler to approve the 2023 Salary Ordinance on first reading. The motion was supported by Jennifer Bowman and carried with a unanimous vote. Melinda Jobe said that Loretta Minnick is unable to continue cleaning the Town Hall and made a motion to hire Tina Hudzinski to clean the Town Hall and increase the pay to \$200.00 per month effective with Tina's start date. Jennifer Bowman supported the motion, and it was carried with a unanimous vote. Seeing no other business to come before the Town Council the meeting was adjourned at 9:00PM.

Melinda Jobe