

The Regular Meeting of the Kirklin Town Council was held on Monday, January 9, 2023, at 6:30 PM at Kirklin Town Hall.

The Meeting was called to order by the Clerk-Treasurer, Mary King. On the Call of the Roll the following Council Members were present. Jerry Faucett, Melinda Jobe, Walt Minnick, and Brent Stetler. Jennifer Bowman was absent.

Also present were Brendon Bright, Billy Walker, Jay Moore, Kat Bell, Shawnee Metzinger, Kim Deck, and Mary King.

**ELECTION OF COUNCIL PRESIDENT & VICE PRESIDENT** – A motion was made by Jerry Faucett to retain Melinda Jobe as President and Brent Stetler as Vice President. The motion was supported by Brent Stetler and carried with a unanimous vote.

Melinda Jobe led the Pledge of Allegiance and a prayer.

**PAVING PROJECT BID OPENING** – Melinda Jobe opened the bids submitted for the upcoming paving project. All bids were evaluated for the proper documentation and a Bid Tabulation sheet was filled out recording each bid amount received. All bids were reviewed by Jay Moore and found to contain all of the proper documentation. The lowest responsible bidder was found to be Baumgartner & Company with a bid of \$89,445.12. A motion was made by Jerry Faucett to accept the bid of Baumgartner & Company for \$89,445.12. The motion was supported by Walt Minnick and carried with a unanimous vote.

**MINUTES** – The Minutes from the meeting held on December 12, 2022, were approved as written.

**AREA PLAN COMMISSION** – Kat Bell with the Area Plan Commission was in attendance. She said that they have not yet completed the recap for 2022. She also invited Council Members to attend the annual meeting held at the Rossville Park Pavilion at 6:00PM on January 30<sup>th</sup>. Kat said that they want all the Clerk-Treasurers to attend and as many Council Members that would like to attend are welcome. Walt Minnick said that he plans to attend.

**ENCUMBRANCE RESOLUTION #2023-1-1** – A motion was made by Brent Stetler to approve the Encumbrance Resolution #2023-1-1 to encumber funds from the 2022 Budget. The motion was supported by Walt Minnick and carried with a unanimous vote.

**WASTEWATER PROJECT** – Brent Stetler made a motion to approve the PER Acceptance Resolution #2023-1-2 & Authorized Representative Resolution #2023-1-3. The motion was supported by Jerry Faucett and carried with a unanimous vote. Mary King reported that the Income Survey has been underway since early December. We have had a fair number of responses, but an 80% response is needed, and we are still pretty far from that goal. Cornerstone should send out a response reminder to residents eventually, but she is unsure of when that will be.

**BRIDGE BOARD LEASE FOR PARK SHELTER** – There was discussion about changes to the section in the lease that refers to the Google calendar and if/how the general public would actually need or gain access to it. Melinda Jobe said the Bridge needs to be out of the current building they're in by the end of February. She asked Billy if he thought it would be possible to have the water turned on at the park in

April so they could start meeting there. Billy thought that April might be warm enough, but it will depend on the weather.

**PARK BOARD** – Kim Deck and Shawnee Metzinger were in attendance. Kim Deck asked that the Town Council appoint Shawnee Metzinger to replace Patty Quick on the Park Board. Walt Minnick made a motion to appoint Shawnee Metzinger to the Park Board. The motion was supported by Jerry Faucett and carried with a unanimous vote. Kim said that they are currently looking at January 26<sup>th</sup> as a date to hold their first meeting. She also said that she has reached out to the Recreation Board and has received some of the documents she asked for. Kim requested that the town take care of the trash, mowing, and weed eating at the park. The Park Board and town employees need to work this out. Billy said that town employees had been doing most of it, but lately the Park Board had been helping with the weed-eating. Kim also asked if the Park Board purchased an automatic lock/unlock system for the restrooms, who would install it. Billy said that he and Drew are willing to help as much as they can and that he has considered hiring extra help during the summer, but he will not hire school-aged kids due to the insurance issues. Melinda said that once the Youth Center is at the park, they would be willing to help with things like picking up trash and emptying trash cans as well. Billy said that he and Drew will not take care of any of the flowers, someone else will need to do that.

**DRAINAGE ISSUES** – Jerry Faucett asked Billy what Dennis Tillman found out about the tile west of Kirklin on Hwy. #38. Billy said that Dennis went to Moses Surveying and found that the tile on the south side is a county tile. Kirklin has a tile, but it runs on the north side of the highway and eventually dumps into a tile after crossing two properties. Jerry questioned what Dan Sheets said. Billy said that as far as he knows, Dan Sheets has not claimed responsibility. Jay Moore recommends talking to the County Commissioners at a Drainage Board Meeting. Billy plans to leave it as a county issue unless he receives information stating something different.

**UTILITY DEPARTMENT** - Billy provided a report to the Council prior to the meeting and does not have anything else to add.

**POLICE DEPARTMENT** – Brendon Bright reported that he is still waiting for LESO to accept the return of the Humvee. It was returned on November 30<sup>th</sup> but has not been processed. Landon Bartley has not completed the outfitting of the new police vehicle yet. Mary King said that we would need to add that expense as an encumbrance since the funds were budgeted in 2022, but the invoice has still not been received. Brendon would like to go ahead and get approval to sell the Charger as soon as the new vehicle is ready. A motion was made by Melinda Jobe to encumber the \$9,500.00 to Bartley for outfitting the new police vehicle as well as approve selling the Charger on Govdeals. The motion was supported by Brent Stetler and carried with a unanimous vote.

**CLERK-TREASURER** – The Register of Claims and the Billing Adjustments Register was signed by all Council Members present. There was no Statement of Reconciled Accounts at this time due to the town account not being balanced yet. Reports and Reconcilements will be presented at the February meeting.

**INVOICES** – Mary King presented invoices that had been received following the creation of the Register of Claims. A motion as made by Brent Stetler to approve the following invoices Eco Infrastructure in the amount of \$900.00, Berry It in the amount of \$1,500.00 & \$5,895.00, Water Solutions Unlimited in the amount of \$974.80. The motion was supported by Jerry Faucett and carried with a unanimous vote.

**RESOLUTION #2023-1-4 AUTHORIZING KMS DONATION** – A motion was made by Brent Stetler to approve signing Resolution #2023-1-4 authorizing the \$5,000.00 donation to Kirklin Main Street. The motion was supported by Walt Minnick and carried with a unanimous vote.

**MONON TRAIL SURVEY CONCERNS** – Melinda Jobe expressed concerns about still not having received a copy of the survey and other documents from V3 Companies. Mary King said that although the claim was listed on the Claims Register, she will not issue payment until all the items have been received.

Seeing no other issues to come before the Town Council, the meeting was adjourned.

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Melinda Jobe, Council President