

The Regular Meeting of the Kirklin Town Council was held on Monday, March 13, 2023 at 7:00pm at Kirklin Town Hall.

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

The meeting was opened by Melinda Jobe, who led the Pledge of Allegiance and a prayer.

MINUTES – The Minutes were approved as written.

SALE OF CHARGER – The previous high bidder of the police charger that was sold on Govdeals did not pay for the charger. The vehicle was put back up for auction with the highest bid being \$6,300.00. Walt Minnick made a motion to approve the sale of the charger for \$6,300.00. The motion was supported by Brent Stetler and carried with the following vote Brent Stetler-yes, Walt Minnick-yes, Melinda Jobe-yes, Jerry Faucett abstained.

TOWN CLEANUP DAY – Town cleanup day will be held on June 10, 2023, and will coincide with the Farmers Bank free shred day. Smith Trash Service will once again be doing curbside pickup.

LANDSCAPE MAINTENANCE PROPOSALS – Melinda Jobe has found sponsors for all four of the bump-outs, so they are taken care of. She has solicited proposals from several landscape companies for the maintenance of the downtown area. She has sent out the specifications but has not received any proposals back yet. Billy said that whoever does the work, it needs to start in April.

WASTEWATER PROJECT - Neither Darren nor Maureen are able to attend the meeting but provided the following update which Mary King read: They have all the items assembled or in progress for the State Revolving Fund application. They have the asset management plan completed and the certification signed by Mindi. The Preliminary Engineering Report (PER) is also ready to be submitted with the SRF application. They are awaiting final discussion on our income survey to determine MHI. They will update us soon on that since the application may need to be re-signed by Mindi if we alter the MHI. They have been in touch with both Amy Miller and Steve Brock on this issue. Mary King reported that Amy Miller and her assistant came to town last Sunday and went door-to-door trying to get more Income Survey responses. The responses that we have received have been largely below the MHI, but we still need about 100 more to reach the required 80% mark. We have done two mailings. The second mailing did not result in very many responses so we will not be doing a third. Amy plans to come back to town for another door-to-door this weekend.

INVOICE- A motion was made by Brent Stetler to approve the payment of invoice #55154 to Commonwealth Engineers for development of an Asset Management Plan in the amount of \$10,500.00. The motion was supported by Jerry Faucett and carried with a unanimous vote.

PARK BOARD – There were two resumes submitted for consideration as a Park Board Member. Tracy Thorley has resigned from the Park Board. The two resumes submitted were from Colleen Stone and Jessica Jacobs. The Council reviewed both resumes as well as a recommendation letter submitted by Shawnee Metzinger. A motion was made by Brent Stetler to appoint Jessica Jacobs to the Park Board. The motion was supported by Walt Minnick and carried with a unanimous vote. **PARK BOARD PHONE & EMAIL ADDRESS** – After a brief discussion, it was decided that anyone wanting to use the facilities at the park will call Town Hall and be added to the Google calendar. Mary King reported that it would cost approximately \$74.00 per year to add another email address to the town account. She explained that this way the town would retain control of the account if it needed to be shut down, but the Park Board would have the username and password. The Park Board will need to decide on an email address and Mary King will get it set up. There was also discussion concerning the need for a contract for people to sign for the use of the

shelter house and pavilion at the park. The town has a form that people sign for the rental of the Community Center that can be shared with the Park Board. Mary King also suggested that they contact the Frankfort Parks Department to get an example of what they use for the rental of their shelter houses. It might be more tailored to their needs. Discussed establishing a new fee for the rental of the facilities at the park.

LEASE FOR THE BALL DIAMONDS – Jay Moore prepared a letter to send to the Recreation Board to end the lease for the property where the ball diamonds are located. Jenny Dunn said that the Park Board has developed a letter as well that includes appreciation for what the Recreation Board has done over the years, as well as addresses a timeline for removing buildings, equipment etc. Mary King will email Jay Moore the Park Board letter and ask him to combine the two letters. The Park Board and Town Council can review the combined letter and sign it at the April Council meeting. **FENCING AROUND THE NEW COURT** – Crawford Family Fence will be installing the fence around the remodeled court this week. They have requested payment for supplies up front, but the town is not allowed to do that. They have agreed to deliver the supplies and request payment immediately following the delivery. A motion was made by Melinda Jobe to approve payment of the invoice for fencing supplies when delivered. The motion was supported by Jerry Faucett and carried with a unanimous vote. **BRIDGE YOUTH CENTER LEASE** - Kim Deck said that the new Park Board is not comfortable with entering into a 25-year lease with the Bridge Youth Center for the shelter house, but they would be willing to have Jay Moore draw up a short-term lease for the summer. Melinda Jobe said that the Bridge Board will have a meeting tomorrow night and can discuss the issue. Kim said that the Park Board just doesn't know what the park is going to look like in 10-20 years. They also have liability concerns. Mary King assured them that the Park and Park Board is covered under the towns liability insurance policy. We also need a list of regular volunteers at the park. The Park Board will be meeting next week to discuss a Park Plan. **WALKING PATH** – The Park Board is currently looking into installing a walking path throughout the park. Kim said that in the beginning it would just be gravel, but there could be plans to pave it in the future. The walking path will not interfere with the location of the Monon Trail. They are proposing that it be located throughout the current park and extended onto the well property to the west.

INDOT PROJECT – Discussed the mess that INDOT has made with all the sand that has been dumped over the crack filling they have done on Hwy # 421. They also caused damage to a vehicle when the tar/oil blew on a vehicle that was parked on Main Street. Melinda Jobe explained that we were not given any notification about the project so that people could move their cars off the street.

DRAINAGE BOARD – Jerry Faucett said that drainage is good around town. He checked when we had the last 2" rain and there were some drains that were close to getting full, but they were draining.

UTILTY DEPARTMENT – Billy Walker submitted a written report prior to the meeting. He does not have anything additional to report.

MARSHAL DEPARTMENT – Frank Wells was in attendance for Brendon Bright. He gave a report on the new police vehicle and the equipment that is being installed.

LEAK ADJUSTMENT – One leak adjustment was submitted for this month. A motion was made by Walt Minnick to approve the leak adjustment for Kamdin Hall in the amount of \$54.75. The motion was supported by Jerry Faucett and carried with a unanimous vote.

CLERK-TREASURER – The following reports were provided to the Council prior to the meeting: Revenue, Appropriations, Statement of Reconciled Accounts w/Fund Report, and Payroll Allowance Docket dated month ending February 28, 2023. The current Register of Claims was also provided prior to the meeting.

There were no questions concerning the reports and Register of Claims was signed by all Council Members present. Melinda Jobe reviewed the actual bank statements and signed the Statement of Reconciled Accounts. **INVOICE** – Mary King presented an invoice that came in following the closing of the Register of Claims. A motion was made by Brent Stetler to approve paying invoice #110930 in the amount of \$980.00 to Water Solutions Unlimited. The motion was supported by Jerry Faucett and carried with a unanimous vote.

KMS PAVER PROJECT – Kirklin Main Street is raising funds to extend the pavers along Main Street in front of the Farmers Bank, Kirklin Fire Department, and Kirklin Library. Mary King said that Dwain Pitzer, President of Kirklin Main Street, has requested permission from the Town Council to move forward with the project. He also said that he has a company he thinks will be willing to come take the sod out for free, in exchange for the sod. He has also considered using volunteers to remove it. Dwain recalls that the removal of what is currently there, was a large part of the total cost of the project. A motion was made by Brent Stetler to allow KMS to move forward with the paver project. The motion was supported by Jerry Faucett and carried with a unanimous vote.

TREE REMOVAL – Both Jerry Faucett and Billy Walker have spoken with tree removal companies and have obtained quotes to remove unsafe trees from the town right-of-way. Since the quotes were not for the exact same trees, Billy will reach out to the companies and have them send new quotes.

Seeing no other business to come before the Council, the meeting was adjourned at 8:09pm.

Melinda Jobe