

The regular meeting of the Kirklin Town Council was held on Monday, August 10, 2020 at 7:00 p.m. at Kirklin Town Hall.

On the call of the roll the following Council Members were present: Jerry Faucett, Melinda Jobe, Walt Minnick, & Brent Stetler. Jennifer Bowman was absent.

Also present were: Brad & Lauren Nepsa, Billy Walker, Brendon Bright, Michelle Skaggs, Jeff John, Jay Moore, and Mary King.

The meeting was opened by Walt Minnick who led the Pledge of Allegiance and a prayer.

**SPECIAL EXCEPTION BRAD & LAUREN NEPSA, 408 W. JEFFERSON STREET** – Brad and Lauren Nepsa presented a request to add an accessory apartment above the detached garage on their property, which according to the Area Plan Commission guidelines is considered a second dwelling on the property. Mary King explained that the Town Council would need to send a recommendation to the APC, but the final decision will be made by the APC. Mr. & Mrs. Nepsa explained that they would like to add a bedroom and bathroom above the garage. They do not currently have any plumbing in the garage. Walt wanted to be sure they understood that the plumbing would need to be hooked to the town's utilities. Brad stated that the plumbing will be hooked into the home and the home is connected to town utilities. Melinda Jobe made a motion to send a letter in favor of the request to add an accessory apartment above the detached garage. The motion was supported by Jerry Faucett and carried with a unanimous vote. Mary King will prepare a letter to send to the APC giving the Council's favorable recommendation.

**EAST JEFFERSON STREET DRAINAGE PROJECT** – Billy Walker reported that Mike Henry has all the tile in the ground, but storm structures and swells still need to be installed. He also reported that the drain tile was upgraded to 12" tile. Melinda Jobe made a motion to approve paying Henry Excavating invoice #360 in the amount of \$10,000.00. The motion was supported by Walt Minnick and carried with a unanimous vote.

**GENERAL INSURANCE POLICY RENEWAL** – Mary King provided the Council with the insurance policy renewal and cost prior to the meeting. She also explained that the premium was slightly higher this year due to adding the value of the new Water Treatment Plant. Options were also given for different cyber security options. After review, a motion was made by Melinda Jobe to renew the policy as listed and approve paying the premium of \$23,362.00. The motion was supported by Walt Minnick and carried with a unanimous vote.

**REQUEST FOR EXTENSION TO TAP ON TO TOWN SANITARY SEWER, 402 W. JEFFERSON STREET** – Michelle Skaggs was present to request an extension to tap on to the town sanitary sewer system. She explained that she had purchased the home in December and was told at that time that the property had not been annexed and that she would have years to hook onto the town sewer. She has replaced the heating/air conditioning, water heater, shut off valve, and unsafe switches. She said that she did have an inspection, but there was no fuel oil in the tank so the furnace could not be tested. She also stated that there were things hidden when they looked at the home. She showed the Council an estimate of \$4,500.00 to do the work necessary on her side to tap on to the sanitary sewer system. Ms. Skaggs said that the previous owner had told her that it would cost \$500.00 to make the sewer tap. Jerry Faucett asked if she had used a realtor when she purchased the home. He said that she should be upset with her realtor. Ms. Skaggs has checked into refinancing the home but cannot refinance until May of 2021. Jerry Faucett said that he would be willing to help her find contractors that could do the work, but that the \$4,500.00 quote looked to be in line with what he thinks it would cost. Walt Minnick made a motion to grant an extension of August 31, 2021 for Michelle Skaggs, 402 W. Jefferson Street, to tap on to the town sanitary sewer. Jerry Faucett supported the motion and it was carried with a unanimous vote.

**ASSET MANAGEMENT PLAN** – Mary King presented the completed Asset Management Plan and reported that GRW had sent two copies of the document. Council Members are welcomed to review the office copy at any time. A motion was made by Melinda Jobe to approve the Asset Management Plan, to sign the necessary certification, and

to approve the final invoice for GRW Engineering in the amount of \$2,450.00. Brent Stetler supported the motion and it was carried with a unanimous vote.

**STREETSCAPE PROJECT** – Mary King reported that two bids had been received for the Streetscape project. The budget for the construction portion of the project is \$612,000.00 and the bids received were as follows: Morphey Construction \$748,000.00 and Reith-Riley \$990,874.00. A committee is in talks with the low bidder to see if items can be cut or modified for the project to bring it within budget. Melinda Jobe made a motion to pay Browning Day invoice in the amount of \$7,300.00. The motion was supported by Walt Minnick and carried with a unanimous vote.

**PARK & RECREATION** – Patty Quick was unable to attend the meeting but asked that Mary King give the report that Billy & Drew have installed the water lines for vendors at the park and Forbush Plumbing has installed three new stools in the restrooms. Walt Minnick made a motion to pay Forbush Plumbing invoice #3400 in the amount of \$2,828.19. The motion was supported by Melinda Jobe and carried with a unanimous vote.

**DRAINAGE ISSUES** – Jerry Faucett reported that during the last heavy rain we had, the low area on W. Monroe did not have any water standing in the street. He also checked the east side of town near Clinton and Howard Streets and reported that they were not as flooded as they have been before. He said there was water standing in the old Railroad bed 3 ft. deep.

**UTILITY DEPARTMENT** – Billy Walker submitted a monthly written report prior to the Town Council Meeting. He did not have any additional comments to add. He reported that Triangle Asphalt Paving was a little slow in completing the paving work because they put the asphalt on in two layers, but they did a good job with minimal complaints and their cleanup was good. They had to put an additional 40 tons of asphalt on Washington Street due to the area being too soft but did not charge the town for the additional material. They also bladed the alley by Excel Tool & Engineering at no extra charge.

**POLICE DEPARTMENT** – Brendon Bright reported that he finally got the truck back and that Bartley's did a good job. They are removing the decals and equipment from the Crown Vic so that it is ready to be sold. The fee to remove the equipment and decals is \$300.00 and the car is being picked up on Wednesday. Melinda Jobe made a motion to approve Bartley Outfitters invoices in the amount of \$5,090.00 for the truck and \$300.00 for the Crown Vic. The motion was supported by Walt Minnick and carried with a unanimous vote. A motion was made by Melinda Jobe to sell the Crown Vic by advertising to accept sealed bids at the next regular meeting. The motion was supported by Brent Stetler and carried with a unanimous vote. Brendon reported that he has spoken with the Clinton County Sheriff and will be bringing their speed trailer to Kirklin. Mary King will check with INDOT to see if any special permission is needed to use it along the highway. Brendon said that the Adams Avenue properties have been mowed. Brent Stetler gave kudos to Dennis Tillman for his part in handling a recent situation in Mulberry. There was discussion about the deferral program and how those proceeds go to help all the departments in Clinton County. Brendon will check to see if there is a benefit to having our tickets run through Frankfort City Court instead of Clinton County. A former Town Marshal made the change several years back. There was discussion concerning an individual who has been burning on the N/E side of town on Illinois Street and the dispatcher refusing to send a Police Officer out instead of the Fire Department. Jerry Faucett feels like since we have a local burn ordinance it should be handled by the Police Department. Brendon said that in Frankfort they dispatch the Fire Department. Dennis Tillman handled one incident and Brendon has handled one complaint at the same address as well.

**PAVING PROJECT** – Mary King presented a pay application from Triangle Asphalt Paving Corporation. The pay application is for the agreed upon amount and the work is complete. The invoice will not be paid until we receive our Community Crossings Grant funds, but the invoice can be paid if the funds are received prior to the next Council Meeting. Melinda Jobe made a motion to approve Triangle Asphalt Paving Corporation invoice in the amount of \$96,184.43. The motion was supported by Jerry Faucett and carried with a unanimous vote. Melinda Jobe made a

motion to approve Resolution #2020-8-1 transferring matching funds to the Local Road & Bridge Fund in the amount of \$14,559.74. The motion was supported by Jerry Faucett and carried with a unanimous vote.

**PAYMENT AGREEMENT FORM** – After review of the newly developed Payment Agreement Form, a motion was made by Melinda Jobe to approve the form. The motion was supported by Brent Stetler and carried with a unanimous vote.

**REPORTS AND APPROVAL** – Fund, Revenue, Appropriation Reports, the Billing Adjustment Register for month ending July 31, 2020, the Register of Claims, and Form 1's for the 2021 Budget were provided to the Town Council prior to the meeting. There were no questions concerning the reports. The Register of Claims and Adjustment Register were signed by all Council Members present. The monthly Statement of Reconciled Accounts as of June 30, 2020 was presented for review by all Council Members and signed by Walt Minnick. A copy was also provided to the Town Council prior to the meeting.

**CORONAVIRUS RELIEF FUND ACCEPTANCE CERTIFICATION** – A motion was made by Melinda Jobe to approve authorizing Walt Minnick to sign the Coronavirus Relief Fund Acceptance Certification so the town would be eligible to seek reimbursement for COVID related expenses. The motion was supported by Jerry Faucett and carried with a unanimous vote.

Seeing no other business to come before the Town Council, the meeting was adjourned at 8:37 p.m.

Walt Minnick \_\_\_\_\_

A special called meeting of the Kirklin Town Council was held on Monday, August 24, 2020 at Kirklin Town Hall at 7:00 p.m. The purpose of the meeting was to discuss the streetscape project and changes to the Scope of Work.

Council Members present were: Jerry Faucett, Melinda Jobe, Walt Minnick, & Brent Stetler. Jennifer Bowman was absent. Mary King was also present.

**STREETSCAPE PROJECT** – A representative of Browning Day was supposed to have been in attendance to explain the changes that have been proposed for the downtown improvement project, but they were not here. Melinda Jobe and Walt Minnick explained the proposed changes to the scope of work. New drawings with the proposed changes were provided by Browning Day. Those items include removing the stain for the concrete, removing all tree grates, and putting crushed stone around the trees only, removing bike racks and trash can as part of the project, remove using pavers from some of the areas and using sod in its place. Even with the proposed changes the project will still be over budget. Melinda Jobe said Dan Mann thinks there is a chance that Kirklin Main Street and possibly the Farmers Bank could donate more funds to the project as well. After discussion, a motion was made by Melinda Jobe to approve the town spending an additional \$5,000.00 from the Riverboat Fund, if needed, on the project. The motion was supported by Walt Minnick and carried with a unanimous vote.

The meeting was adjourned at 7:41p.m.

Walt Minnick \_\_\_\_\_