

A public hearing and regular meeting of the Kirklin Town Council were held on Monday, February 10, 2025, at 7:00p.m. at Kirklin Town Hall.

The meeting was opened by Melinda Jobe. On the call of the roll, the following Council Members were present: Brent Stetler, Jerry Faucett, Melinda Jobe, Walt Minnick and Craig Hudzinski.

Also present were Rodd Hale, Billy Walker, Jay Moore, Brendon Bright, Bill Brock, Maureen Hayden, Shawn Kleinpeter, Sherry Stowers, Kyle McKenzie, Rob Hobson, Mike Altman, Dan Michael, Carl Olsen, Mike Kole, Riley Leach, Sierra Barkes, Wade Howard and Tara Walker.

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

**PUBLIC HEARING ORD #2025-1-2** – Melinda Jobe opened the public hearing on Ord #2025-1-2 “An Ordinance Amending the Rates and Charges for the Waterworks Utility”. Melinda opened up the floor for public questions or comments. There were no Kirklin residents in attendance. Hearing no questions or concerns from anyone, Melinda Jobe made a motion to read Ord. #2025-1-2 by title only on its second reading and final reading. The motion was supported by Craig Hudzinski and it carried unanimously. Melinda Jobe made a motion to approve Ord. #2025-1-2 on its second reading, adopting the new water utility rates and charges. Brent Stetler supported the motion and it passed with a unanimous vote. The public hearing was then closed.

**ADDITIONAL APPROPRIATION PUBLIC HEARING** – Melinda Jobe opened the Public Hearing for an Additional Appropriation in the amount of \$75,355.00 for the Local Road & Bridge Matching Grant Fund. Melinda Jobe read the proposed Resolution #2025-2-1 aloud. Seeing no questions or concerns, a motion was made by Walt Minnick to approve. The motion was supported by Brent Stetler and carried unanimously. The public hearing was then closed.

**MINUTES** – Walt Minnick made a motion to approve the minutes from the town council meeting held on Monday, January 13, 2024, as written. The motion was supported by Craig Hudzinski and it carried with a unanimous vote.

**ORDINANCE #2025-2-4** – Brent Stetler made a motion to read Ord. #2025-2-4 by title only “An Ordinance of the Town of Kirklin, Indiana Requiring Performance Bonds for All Utility Permits and Underground Installations”. The motion was supported by Jerry Faucett and it carried with a unanimous vote. Brent Stetler made a motion to approve Ord. #2025-2-4 on first reading. The motion was supported by Jerry Faucett and it carried with a unanimous vote. Brent Stetler made a motion to suspend the rules to consider the second reading of Ord. #2025-2-4 at the same meeting. The motion was supported by Jerry Faucett and it carried with a unanimous vote. Brent Stetler made a motion to adopt Ord. #2025-2-4 on second reading. The motion was supported by Jerry Faucett and it passed with a unanimous vote.

**COMCAST** – Representatives from Comcast as well as their engineering firm, OCM Engineering, and Baseline, their construction contractor, were in attendance to request permission from the town council to lay fiber underground in the town utility easements. Kyle McKenzie with Comcast stated that they will be responsible for any restoration required to resident properties that they disturb. The intent is to be as unobtrusive as possible. Tara Walker mentioned that a courtesy call to alert the town of their intentions should have been made before locating flags and door hangers began so that town hall could have answered resident questions. Billy Walker requested that Comcast pedestals be put on the edge of alleys to keep

the possibility open of having them paved at some point in the future. He also requested the plan of where they intend to locate pedestals as well as the order in which they will be placed. Tara Walker asked if they would be walking through resident yards and when they would start. Mike Altman stated that they won't unless someone has signed up for the service and that they will start soon. After more discussion, the town council granted permission to install fiber optic cable and conduit in the town utility easements provided they abide by all requirements set forth in Ordinance #2025-2-4 as well as on the permit signed by both parties at the meeting. Mike Altman stated that if a resident has a question or complaint, they should call the number on the door hangers or to one of the phone numbers provided to the Clerk-Treasurer.

**RESOLUTION #2025-2-2** – Melinda Jobe read Resolution #2025-2-2 aloud. A motion was made by Melinda Jobe to approve Res. #2025-2-2 declaring outstanding check #11252 dated 3/15/22 in the amount of \$1.87 to be receipted back into the Water Meter Utility Deposit Fund #6104 and be disbursed in the same amount to the Unclaimed Property Division of the Indiana Attorney General's office per I.C. 32-34-1.5-4(12) that specifically covers the abandonment of utility deposits. The motion was supported by Walt Minnick and it carried with a unanimous vote.

**SANITARY SEWER REHABILITATION PROJECT** - Billy Walker updated the council with information learned when he attended Progress Meeting No. 2 with Commonwealth Engineering and noted that the next meeting is scheduled for March 5, 2025. Maureen Hayden with Commonwealth informed the council that Rural Development is considering the possibility of making an offer to the town in the form of a grant and/or financing so that the town may be able to complete the larger sanitary sewer project originally planned. She stated that if RD makes an offer, there is no obligation to accept it. She said that RD is requesting the town submit a letter to the State Revolving Fund to ask if the 2009 and 2017 sewer bonds are able to be called and refinanced with RD. Maureen introduced Shawn Kleinpeter, a licensed municipal advisor, to the town council. She explained that a licensed municipal advisor is required for the town if they move forward with the capital improvements project. Shawn stated that the RD program would be for 40 years, which is longer than what SRF offers, and that it would make a smaller impact on sewer rates since it is a lower interest program for a longer term. Billy Walker stated that he is not going to recommend the town to undertake another project anytime soon unless IDEM forces it as he does not want resident rates to keep increasing. He also stated that he advises waiting to see how much the current project will ultimately reduce the town I & I issue first. Shawn stated that there is no charge for his services if the town doesn't get an offer. After further discussion, Melinda Jobe made a motion to sign the engagement letter with Shawn Kleinpeter and to sign and send a letter to the Indiana SRF Director of Finance. The motion was supported by Walt Minnick and it passed with a unanimous vote.

**PARK – Sheridan Youth Sports (SCRI)** – Rob Hobson was in attendance representing SCRI. After a brief discussion, Melinda Jobe made a motion to sign and execute the license agreement between the Town and SCRI to allow them to utilize the ball diamonds at Kirklín Park for their baseball and softball program for practices and games. The motion was supported by Craig Hudzinski and it carried with a unanimous vote. **The Bridge** – Bill Brock provided the council with drawings of their proposed building at the park prior to the meeting. They are still in the preliminary stage in order to determine how much money they need to raise. Bill requested that a couple council members be part of their decision-making process since the town would own the building so that an agreement can be settled and signed by both parties. **Ordinance #2025-2-3** – Tara Walker informed the council that she was approached by an individual expressing interest in

donating money to pay for one of the benches we are collecting plastic caps and lids for but that an ordinance is first required to establish a fund for that purpose. Melinda Jobe made a motion to read Ord. #2025-2-3 “An Ordinance to Establish the Kirklin Park Benches, Tables, Furniture and Other Equipment Donation Fund” by title only. The motion was supported by Craig Hudzinski and it passed unanimously. Melinda Jobe made a motion to pass Ord. #2025-2-3 on its first reading. The motion was supported by Craig Hudzinski and it passed unanimously. Melinda Jobe made a motion to suspend the rules in order to consider Ord. #2025-2-3 on second reading at the same meeting. The motion was supported by Craig Hudzinski and it passed with a unanimous vote. Melinda Jobe made a motion to adopt Ord. #2025-2-3 on its second reading. The motion was supported by Walt Minnick and it passed with a unanimous vote.

**UTILITY SUPERINTENDENT** – Billy Walker provided the Town Council with a written report prior to the meeting.

**POLICE DEPARTMENT** – Brendon Bright reported that in the month of December they had twenty-four calls for service and twenty-two traffic stops which resulted in one misdemeanor, 6 infraction tickets and 18 warnings. He informed the council that Officer Chris Salaba has begun talking to residents about spring clean up around their properties. Brendon stated he is not going to replace the laptop at this time. He also updated the council on upcoming training.

**CLERK-TREASURER** – Tara Walker provided the following reports to the town council prior to the meeting for month ending January 31, 2025: Revenue, Appropriations, Payroll Allowance Docket; and the Accounts Payable Register ending February 6, 2025. Seeing no questions, the town council signed the Payroll Allowance Docket and the Accounts Payable Register. Melinda Jobe reviewed and signed the bank statements prior to the meeting. Melinda Jobe made a motion to approve the Clerk-Treasurer to attend the ILMCT Institute & Academy taking place March 16 – 20, 2025. The motion was supported by Brent Stetler and it carried with a unanimous vote. Tara explained that Clerk-Treasurers are required to certify to the State Board of Accounts annually that they have completed the required continuing education credits for their office.

**INVOICES** – Tara Walker presented invoices that had been received following the creation of the Register of Claims. A motion was made by Melinda Jobe to approve the following invoices: Mission Communications, \$387.00; Boyce, \$321.45; and, Marion Chronicle Tribune, \$464.31. The motion was supported by Walt Minnick and it carried with a unanimous vote.

**LEAK ADJUSTMENTS** – Six sewer adjustment applications were presented to the town council for consideration. Brent Stetler made a motion to approve the following adjustments: Kendra Thomas, \$132.40; Lisa Thorp, \$108.88; Stephanie Ogden, \$204.52; Gina Telford, \$66.16; and, William May, \$69.08. The motion was supported by Craig Hudzinski and it passed unanimously. The sewer adjustment application request from Brad Bailey in the amount of \$119.83 was denied due to having had a leak adjustment granted during the previous twelve-month period.

Seeing no further business to come before the Town Council, the meeting was adjourned at 8:52 p.m.

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Melinda Jobe, Town Council President