

The regular meeting of the Kirklin Town Council was held on Monday, December 13, 2021, at Kirklin Town hall at 7:00p.m.

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

Also present were Brendon Bright, Billy Walker, Liz Stitzel, Amber Hendrickson, Patty Quick, Billy & Virginia Scott, Jay Moore, and Mary King.

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

**PAVING PROJECT BID OPENING** – Walt Minnick opened the bids received for the paving project. The following bids were received: Central Paving \$177,868.46, Calumet \$210,000.00, E & B Paving \$151,351.00, Reith Riley \$166,927.01, and Midwest Paving \$163,268.01. The bids were checked to ensure that all bid documents were included and all were found to be correct. E & B Paving was the apparent low bidder. Jay Moore and Billy Walker reviewed the bid documents from E & B Paving and all documents were found to be in order. Melinda Jobe made a motion to approve and accept the bid from E & B Paving in the amount of \$151,351.00. Walt Minnick supported the motion and it was carried with a unanimous vote. Jay Moore will prepare the contract for signature at the year-end meeting.

**REZONE REQUEST WILLIAM C SCOTT III LUPAKI #12-21-363** – Liz Stitzel explained that the Area Plan Commission has given a favorable recommendation to LUPAKI #12-21-363 to rezone lots 87 and 88 of the Original Plat of the Town of Kirklin from the B-4, General Business Zoning District to the I-2, General Industrial Zoning District. Melinda Jobe made a motion to waive the reading of Ordinance #2021-12-2 Amending the Unified Development Ordinance of Clinton County to rezone the property to I-2. The motion was supported by Jennifer Bowman and carried with a unanimous vote. Melinda Jobe made a motion to pass Ordinance #2021-12-2 on 1<sup>st</sup> reading. Walt Minnick supported the motion, and it was carried with a unanimous vote. A motion was made by Melinda Jobe to waive the rules. The motion was supported by Brent Stetler and carried with a unanimous vote. Melinda Jobe made a motion to pass Ordinance #2021-12-2 on second and final reading. The motion was supported by Jennifer Bowman and carried with a unanimous vote. Billy Scott and Liz Stitzel discussed setback requirements and the location of the street. Billy Scott will need to work on setback issues with the Area Plan Commission.

**GARBAGE CONTRACT** – The Town Council signed the 3-year contract with Smith Trash Hauling. The contract had already been signed by the contractor.

**EXTENSION OF SEWER LINE E. PIKE STREET** – Billy Walker is waiting on the signed agreement from the property owners, and for the survey from Hause Surveying. There was discussion concerning who has the original agreement since it did not make it back to the Clerk-Treasurer's Office following the November Council Meeting. Jay Moore said that he had intended for the Town Council to sign the agreement after the other property owners sign it so the Council did not sign a copy at the November meeting. Billy stated that he has a copy and will take care of getting it signed by the property owners. Billy said that all of the needed materials are in and when the paperwork is in order, the work will begin.

**PARK & RECREATION BOARDS** - Amber Hendrickson and Patty Quick presented a quote from Metzinger Construction to do some concrete work at the park. The work will repair some dangerous areas and bring some areas into compliance with ADA standards. Amber will get a couple more bids at the beginning of the year since the estimated amount requires solicitation of additional bids. Patty and Amber just wanted an idea of the project cost and to let the Council know that the project is coming up and to be sure they would be in favor of doing it. Billy said that some of the project could go towards our ADA compliance efforts. Amber questioned if anyone from the Recreation Board had attended a recent Council Meeting and was told that they had not. She said that the Recreation Board may have improvements that they would like to make to the ball diamond area.

**DRAINAGE ISSUES** – Jerry Faucett reported that he had gone around town after the recent rains and did not see any flooding. Jennifer Bowman reported that Booker’s had flooded.

**UTILITY DEPARTMENT** – Billy Walker provided the Town Council with a monthly report prior to the meeting. In addition to that report, he told the Council that he had taken the lawn mower in for maintenance, and it is in need of costly repairs. The estimate from Reynold’s is \$2,625.93, and TT&G \$2,872.40. The main part of the repairs are pulleys, bearings, springs, and deck issues. The estimate for a brand-new mower is \$11,000.00. After discussion, a motion was made by Melinda Jobe to take the mower to Reynold’s for repair as long as they can guarantee the mower will be ready by April or May. Brent Stetler supported the motion, and it was carried with a unanimous vote. He is waiting on material for the new storm drain near GearHeadz. When that comes in, work will begin on the installation of the drain and road bore. Most of the scrap metal has been sold. Billy is waiting on the old meters to be picked up and a quote on all of the old blowers, pumps, and motors before he lets them go.

**POLICE DEPARTMENT** – Brendon gave an update on annual training that has been completed by him and his Deputies and reported that all officers are current on their training. He reported that the Charger may be in need of some front-end work. Both the Charger and truck have been serviced.

**CLERK-TREASURER** – Revenue, Appropriation Reports, Statement of Reconciled Accounts w/Fund Report, Billing Adjustments Register for month ending November 30, 2021, and the current Register of Claims was given to the Council prior to the meeting for review. There were no comments or questions concerning the reports. Walt Minnick signed the Statement of Reconciled Accounts, and all Council Members present signed the Register of Claims and the Billing Adjustments Register.

**TITLE VI IMPLEMENTATION PLAN RESOLUTION #2021-12-1** – After review of the newly developed Title VI Implementation Plan, a motion was made by Melinda Jobe to adopt Resolution #2021-12-1. Brent Stetler supported the motion, and it was carried with a unanimous vote. The Council discussed possible solutions for people who attend Council Meetings and do not hear well. Possible solutions are to reserve seating in the front row and to ensure that only one person is allowed to speak at a time. Another possible solution is to purchase microphones for each Council Member and one for the audience.

**YEAR-END MEETING DATE** – The year-end meeting date was set for December 27, 2021, at 6:00 p.m.

**ANNUAL TOWN CLEAN-UP DAY** – Mary King reported that the Branch Manager at the Farmers Bank had reached out to ask if the town would want to schedule the annual cleanup day on the same day that the bank will be having shred day. Shred day for Kirklin will be June 18, 2022 and she thought that it would be a good opportunity for residents to be able to bring paper that can be shredded to the bank on the same day as cleanup day. The Council discussed trying the curb-side cleanup day option and if it doesn’t work well, we can go back to the old way. There were concerns about how early people should be allowed to set items out for pick up. The Council would like for Mary to contact Mr. Smith about the possibility of starting the route later in the morning so that people would have a chance to set items out for pick up. After discussion, the Council agreed that they are most interested in trying the curb-side pick-up this year on June 18<sup>th</sup>. Mary King will speak with Smith Trash Hauling to get details about the starting time and how many trucks would be running that day.

**SALARY ORDINANCE** – After a discussion on wages for 2022, a motion was made by Brent Stetler to give a 3% across the board raise for 2022 and to increase the bonus given to town employees for 2021 to \$150.00. The motion was supported by Melinda Jobe and carried with a unanimous vote.

**LEAK ADJUSTMENT** – After review of the application, a motion was made to approve a leak adjustment for Stacey Cooper in the amount of \$14.19 water + \$30.45 sewer = \$44.64. The motion was supported by Jennifer Bowman and carried with a unanimous vote.

**CHRISTMAS LIGHT CONTEST** – The Town Council agreed to contribute gift-cards to the gift baskets for the contest.

**CERTIFICATION** – Jerry Faucett would like for Drew to get certified. Jerry reported that he had spoken with Drew and that he is interested in getting his operator certifications. Billy prefers that Drew take his classes at Town Hall during the day if there aren't any in person classes.

Seeing no other business to come before the Town Council, the meeting was adjourned at 9:07 p.m.

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Walt Minnick