

The regular meeting of the Kirklin Town Council was held on Monday, February 10, 2020 at Kirklin Town Hall.

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

Also present were: Darren Wells-GRW Engineering, Billy Walker, Jay Moore, Ron Blackwell, and Mary King.

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

MINUTES - Seeing no corrections to the Minutes from January 13, 2020, the Minutes were approved as read.

WATER PROJECT - Darren Wells gave an update and progress report for the water project. The water heater at the water plant should be installed in the next couple of weeks. The Asset Management Plan is 90% complete and has been given to Steve Brock who is working on his portion. Darren said that this would be the last meeting that he will attend unless any issues come up. Melinda Jobe made a motion to approve the Cornerstone Grants Management invoice in the amount of \$3,300.00 and GRW Engineering's invoices totaling \$5,022.50. Walt Minnick supported the motion and it was carried with a unanimous vote. Graves did not have an invoice to submit this month.

STREETScape PROJECT - Melinda Jobe reported that she and Brent Stetler had attended the OCRA Awards Ceremony. The ceremony was held to recognize this round grant recipients for downtown revitalization as well as other grants. The survey work for the streetscape project is underway. The project will not be ready for bid by the end of the month, as per Steven Ray, we will need to ask OCRA for a time extension for this milestone to be completed.

PARK & RECREATION BOARD - Bill Lantrip contacted Melinda to let her know that he was unable to attend the meeting, but would try to attend the next Council meeting in March. He is working on park grants and coming up with a 5-year plan for the park.

STORM WATER UTILITY BOARD - A complaint about the drainage at the residence located at the corner of N. Perry and W. Clay Street was received in the Clerk-Treasurer's Office. Billy reported that this street is on the list to be paved this year and was included in the Community Crossings Grant Application. Both Jerry and Billy think that if the street is re-paved the drainage issue will be resolved. Jerry spoke about the issue with water getting in the basement of the resident at the Corner of N. Main & E. Clay Street. Billy reported that the company hired to do the slip-lining for the storm drain under N. Main Street in that area, will be here at 7:00am tomorrow to begin slip-lining. Jerry doesn't think that this slip-lining will help the basement issue, but said the problem doesn't seem to be as bad this year as it was last year.

UTILITY DEPARTMENT - Billy Walker provided the Town Council with a written monthly report prior to the meeting. The monthly report included a list of streets to be included in the Community Crossings Grant Application. He also reports that he has been meeting with Commonwealth Engineering about storm water issues. They have quoted a price of \$47,000.00 to map, video and GIS our system. Billy will be contacting Amy Miller with Cornerstone Grants Management to see about possible grant funding. There were no questions about the report.

POLICE DEPARTMENT - Ron Blackwell provided the following estimates to have the Charger & new truck marked, as well as lights & equipment installed on the new truck. They are as follows: Bartley's LED Outfitter \$4,500.00 for equipment for the new truck, \$625.50 for decals for the Charger, and \$315.75 for decals for the new truck, and \$150.00 for a one-time set up fee for the design of the decals. All three estimates were from Verdel's Graphics. Most of the equipment for the truck will be new, except for the items listed that will be taken from the Crown Vic. The Council discussed selling more of the LESO equipment that is not being used to help pay for the additional expense. Ron will need to contact LESO again to be certain about what items can be sold and what items need to be returned. Melinda Jobe made a motion to approve the following: \$625.50 for the Charger, \$315.75 for the

truck, the set-up fee of \$150.00, all for Verdel's Graphics, and Bartley's LED Outfitter in the amount of \$4,500.00 for lights and equipment for the truck. The motion was supported by Walt Minnick and carried with a unanimous vote. Ron gave a report about the derby car issue and other letters he has sent out to town residents or businesses. There is still a pile of tires on the property where the derby cars were that need cleaned up, but otherwise the property is much better. Ron asked if any of the Council Members had received any more complaints about the business located at the corner of S. Illinois and W. Monroe Street. The Council has not received any new complaints about the property.

TECH SUPPORT SERVICES - Mary King presented the written proposal from Pro Net Indy to provide tech support for the Town of Kirklin. The proposal is the bottom line and they cannot provide service any cheaper than the estimate of \$300.00 per month, plus \$15.00 per month to host three email addresses. For this fee the town would get unlimited access to staff for technical needs from 8-5 Mon. thru Fri. The second proposal received was from Cardinal Copier Services in the amount of \$60.00 per month. The price includes unlimited remote support during business hours 8-5 Mon thru Fri. The fee for remote support during emergency hours is \$150.00 per hour, while onsite support (after the 2 included hours) is \$85.00, and emergency onsite support fee is \$165.00 per hour. Mary King reported that we currently have the lease for our copier through Cardinal and they have always provided great service. She also feels that, based on their proposal, they will adequately meet the needs for Kirklin. We haven't needed any tech support for a couple of years so \$300.00 per month is still very high. Mary King reported that Cardinal will charge the fees of \$85.00 per hour to transfer all of the information and software to the newly purchased computers. Both proposals include remote monitoring, antivirus, and antimalware. A motion was made by Melinda Jobe to accept the proposal from Cardinal to provide tech support. The motion was supported by Brent Stetler and carried with a unanimous vote.

LEAK ADJUSTMENTS - A motion was made by Melinda Jobe to approve the leak adjustment request by Danny Wolfla in the amount of \$216.85, and Greg Henderson in the amount of \$35.38 with the understanding that the leak for Greg Henderson may carry over into next month. The motion was supported by Brent Stetler and carried with a unanimous vote.

KMS DONATION RESOLUTION #2020-2-1 - A motion was made by Walt Minnick to approve the adoption of Resolution #2020-2-1 authorizing the donation of \$5,000.00 to Kirklin Main Street for the support of projects and activities of Kirklin Main Street. Jennifer Bowman supported the motion and it was carried with a unanimous vote. It was noted that this is the amount that was appropriated in the 2020 Budget for KMS.

CLERK-TREASURER - Mary King provided the Town Council with the following reports prior to the meeting: Fund, Revenue, & Appropriation Reports, the Billing Adjustment Register for month ending January 31, 2020 & the Register of Claims. There were no questions concerning the reports and the Register of Claims and Billing Adjustment Register were reviewed and signed by all Council Members. Reconciled Bank Statements for all accounts ending January 31, 2020 were presented for Council review and signed by Walt Minnick.

KEYSTONE AUTOPAY MODULE - Mary King presented a proposal from Keystone for software that would allow the town to offer autopay for customers. The one-time fee would be \$2,000.00. After consideration and discussion, the Council decided not to purchase the autopay option at this time due to being unsure of how many customers would actually use the service.

TRAVEL & PARKING - A motion was made by Jennifer Bowman to approve the payment for travel and parking to Brent Stetler in the amount of \$55.38 and Melinda Jobe in the amount of \$60.38 for attending the OCRA Awards Ceremony. The motion was supported by Walt Minnick and carried with a unanimous vote.

COMMUNITY CROSSINGS GRANT - Two Community Crossings Grant applications have been submitted, #1 in the amount of \$245,081.55 and #2 in the amount of \$43,832.06. The streets are the same streets included in the last application that was submitted but not funded in 2019. Mary King explained that although we have the cash to

cover the match portion of the grant, we will need to do an additional appropriation in the amount of \$20,000.00 to spend it. A Hearing will be held on Monday March 9, 2020 at 7:00 pm in conjunction with the regular Town Council Meeting.

MADISON BRICK STREETS - After review of the invoice, a motion was made by Melinda Jobe to approve the additional \$3,741.35 in brick that was purchased by Metzinger Construction for the Madison Street brick restoration project. The motion was supported by Jennifer Bowman and carried with a unanimous vote.

TEMORARY OFFICE HELP - Mary King explained that Tara Walker has been off work due to caring for her mother. It is unknown how long she will need to be off work. Mary is concerned that she may need to hire temporary help before the March meeting and would like approval in case it becomes necessary. A motion was made by Melinda Jobe to allow Mary King to hire temporary office help if needed. The motion was supported by Jennifer Bowman and carried with a unanimous vote.

COUNCIL MEMBERS - Jennifer Bowman expressed concerns about melted siding on the house just east of the Christian Church parking lot on E. Jefferson Street. Reportedly the damage was caused by two cars catching on fire beside the home awhile back. The siding on the home has not been replaced and she questioned if we have any ordinances to address the issue. Billy Walker suggested that someone call the Area Plan Commission to see what they can do about it.

Seeing no other business to come before the Town Council, the meeting was adjourned at 8:06 pm.

Walt Minnick_____