

Town of Thorntown
Town Council Meeting
January 18, 2021
7:00 pm

The January 18, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Sugar Creek Art Center, 127 S. Pearl St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner - Council	Amy Nooning – absent	
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	Lisa Vitaniemi – Park Board Appointee Mr. Vitaniemi
Dave Williams - Council	Frank Clark – Marshal – Via Zoom	Jerry Seymour – Building Inspector
Shawn McClintock – Council	Gary Moody – Utility Supt.	Sam Gideon
Larry Truitt - Council		
Koren Gray – Clerk/Treasurer	George Gideon – Utility Board	

Approval of Minutes:

Sara Fairfield made a motion to accept the minutes of the December 21, 2020 meeting. Shawn McClintock made a second. Motion passed 5-0.

Sara made a motion to accept the minutes of the January 4, 2021, Special Meeting. Shawn made a second. Motion passed 5-0.

Guests:

Lisa Vitaniemi was present with an interest to become a member of the Park Board. Sara made a motion to appoint Lisa to the Park Board. Shawn made a second. Motion passed 5-0.

Kevin Hill and Tim McCormack from NFP, the Town liability insurance carrier, were present to discuss liability insurance regarding our Town Building Inspector. An Independent Contractor, hired by the Town, is protected from a General Liability standpoint. E & O (Errors and Omissions) is not covered by the Town. As an employee of the Town, The Building Inspector is covered by Town Workers Compensation. Kevin also noted that as a sub-contractor we will still cover the Building Inspector for Workers Compensation. We would pay an additional premium for WC upon the annual audit. Kevin added in his opinion it would be good business to make the Building Inspector position a part-time employee position.

Comments/Concerns: None

Reports:

Utility (Gary Moody) 3rd Monday) - Gary reported that Brian Vaughn has submitted his resignation effective January 26, 2021. Gary already has some interested candidates to fulfill the position.

Community Development (Angie Moody) - Angie presented the contract for the Boone County Economic Development with a renewal fee of \$1,000. The Boone EDC has helped procure \$7200.00 in grant monies for the Park Board the past 2 years; Dave made a motion to accept the renewal. Sara made a second. Motion passed 5-0.

-Lynn Douglas is doing samplings (borings).

-Ray's Trash Service is asking about the Town Clean-up Day. We will advise them we will plan for the first Saturday in May, May 1, 2021.

-BFS will gladly help with the 2021 Spring CCG application. Their fee would be \$5,000. Larry made a motion to accept BFS for the application process not to exceed \$5,000. Dave made a second. Motion passed 5-0.

-New for Community Crossings grants, applicants must be ADA and Title VI compliant. We will need coordinators for these positions. We need to prepare our plans for becoming compliant. Anyone interested should email Bruce Burtner or Angie Moody.

-COVID-19 Phase 3 Grant – Angie has been working on a list of local businesses. We are still waiting to hear more about the criteria for businesses to apply for a portion of this grant. Mike Kleinpeter sent a list of things that we need completed by January 22. Koren, Sara and Shawn are interested in being on the committee to evaluate the process. If we receive the grant, we will pay Kleinpeter Consulting \$2,000. Sara made a motion to adopt the committee. Shawn made a second. Motion passed 5-0.

- Angie spoke with Kevin Smith regarding the loose bricks on top of his building. He was in favor; however, a bucket truck is needed. He agreed the Utility Department could use the bucket truck to remove the bricks. The bricks will be left on the roof. We do need to have the original Building Inspector re-inspect the building to determine if the building is safe for habitat and safe for the community so we can remove the barriers along Main St. Angie will check with GRW regarding doing the inspection and the cost.

-Angie has requested to attend a Purdue Class at a registration cost of \$200. This class is geared for planning and zoning. Eric Smith of the Planning Advisory Commission may also attend at his own cost. Sara made a motion to allow the expense for Angie to register. Dave made a second. Motion passed 5-0.

Park Board (Natalie Faudree, Ali Keith, Angie Bascom)

Angie noted the Park Board will be meeting January 25 and will select officers.

WASTEWATER PROJECT

Nothing to report

Planning Commission (Don Gray) - nothing to report

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email. Nothing new to report

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray) - Financial reports were included in the Council packet

-The CT provided a Fund Report with balances as of January 18, 2021

-Bookkeeping cannot be rolled over into 2021 until the yearly Annual Financial Report is completed

- A copy of the year end Appropriation Report was included in the packet. There were a few areas where we overspent our intended budget. The Keystone software system has the capabilities to transfer funds from other line items to bring the negative line items to zero. This is done to make the report look more attractive. The purpose of the year end Appropriation Report is to show areas where we may need to appropriate more funds the next budget cycle. The Utilities are not under the guidelines of the DLGF,

therefore, those negative balances show the Utility Department where they are spending beyond their projected budget.

-Koren presented Resolution 2021-1, Year End Appropriations Transfer. The CT is not required to do a Resolution but wanted the Council to see what was being done. Sara made a motion to accept Resolution 2021-1. Shawn made a second. Motion passed 5-0.

-We are still undergoing SBOA audit for 2018-2019. The auditor is permitted to come into the Town Hall one time per week. The rest of the time Sandy and I upload documents into Gateway.

Unfinished Business:

Building Inspector contract continues to be tabled. We need a couple of Council members, the Building Inspector and the Clerk/Treasurer to meet and discuss options for our Building Inspector position. Dave and Bruce both would like to be involved. Koren will email everyone with available options.

Bricks on the Smith building – refer to earlier discussion.

Update COVID-19 Response Program – refer to earlier discussion.

Appropriation for the \$50,385 Police salary reimbursement – a couple of options are creating a comp time pay out fund, apply some to 2021 salary and free up some of our General Fund monies. Bruce likes the idea of being able to create a comp time fund. The Council will think on this and will re-visit February 1.

New Business:

Boone County EDC membership renewal – refer to earlier discussion.

Would we consider hiring a part-time maintenance person? This person could do repairs, odd jobs, mowing, and maybe help with some of the Utility Department projects. Currently the Utility Department handles snow removal in front of the municipal offices. Perhaps a part-time person could do this and free up the utility employees. Perhaps the part-time maintenance person could do the mowing at the fire department property, help with the mowing of the town owned properties and mow the park. If the Town paid for the mowing of the Park the Park Budget would not need to use that from their budget. This would be set up as no more than 29.75 hours per week. Some weeks there may not be anything to be done. This matter will be tabled.

Bruce mentioned the Bond Ordinance, Ordinance 2021-1. This is required for our wastewater project. The Bond Ordinance will officially be introduced February 1.

Claims were signed.

TABLED ITEMS FOR THE FUTURE

Annexation of property S. SR 75 –nothing new to address at this time

Handicap parking in front of Cynthia's Salon – nothing new to address at this time

Comp Time Ordinance needs amended to Police Comp Time – Amy and Koren will work on this update and present in January.

Establish a Board of Zoning Appeals – The Planning Advisory Board needs to set up a Public Hearing.

Adjournment: Sara made a motion to adjourn the meeting at 8:59pm. Shawn made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Town of Thorntown
Town Council Meeting
February 1, 2021
7:00 pm

The February 1, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Sugar Creek Art Center, 127 S. Pearl St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner - Council	Amy Nooning – via Zoom	
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	
Dave Williams - Council	Frank Clark – Marshal – Via Zoom	
Shawn McClintock – Council		
Larry Truitt - Council		
Koren Gray – Clerk/Treasurer		

Approval of Minutes:

Shawn McClintock made a motion to accept the minutes of the January 18, 2021 meeting. Larry Truitt made a second. Motion passed 5-0.

Guests: None

Comments/Concerns: None

Reports:

Utility (Gary Moody) 3rd Monday) -

Community Development (Angie Moody) -

-The Council had discussion regarding the condition of the Smith building and the pros and cons of having the building inspected. The cost of an inspection would be \$600. There are still concerns for the safety of our citizens. Angie has spoken with Mr. Smith. He plans to have some work completed on the building. He cannot install his new windows until this brick/mortar work is completed.

-The 2021 Community Crossings Grant application has been submitted. BFS has provided some cost estimates for streets that are in need of repaving. There is a possibility that some trees will need to come down for sidewalks to be installed with this project.

-The COVID-19 Response Program: Phase 3 Proposal has been submitted.

-Title VI and ADA Coordinator has to be an employee of the Town. Larry made a motion to appoint Angie as the Title VI and ADA Coordinator. Dave made a second. Motion passed 5-0.

-3 more monitoring wells have been installed by Lynn Douglas.

-Boone County EDC – Angie is going to help with a Broadband Task Force for the County.

Wastewater Project

-Mark Sullivan, Midwestern Engineering, would like to set up a meeting with the Lanpher's to get permission to go on the property and get soil borings. There are other things that need to be discussed as well.

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)

-No Park Board present. Angie advised which board members would be officers.

Planning Commission (Don Gray) - nothing to report

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email.

-Frank advised that rumors regarding a call have been handled. We did have an officer involved in a violent situation. Our body cameras were working and the incident was recorded. Sara asked if procedures were in place for support for our officers who encounter these situations. Frank advised the Town doesn't but the County does.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray) - Financial reports were included in the Council packet

-An itemized Appropriation Report was included in the packet.

-The CT would like to provide reports and the APV Register(claims) the 3rd Monday of the month. This would allow for a month end report from the previous month. Quarterly, the CT, will provide some type of Financial Worksheet showing the main funds received and what is still expected for the year and show the main total of expenses. Council agreed that would be fine. Sara did request that we have an Appropriation Report that shows the percentage of appropriation left for the line items.

-The CT presented quotes regarding the electrical updates to the Town Hall from Smith Electric and Adams Electric. Sara made a motion to accept the bid from Smith Electric. Dave made a motion. Motion passed 5-0.

-Mark Davis will be retiring from the Utility Department at the end of February. We would like to acknowledge him at our March 15 meeting. Council agrees.

-The CT would like to transfer \$5,000.00 from our General Fund to the Rainy Day Fund. Council is okay with the transfer. The CT will prepare the proper paperwork.

Unfinished Business:

Bruce, Dave, Jerry and Koren met to discuss the tasks of the Building Inspector. A better understanding of what is involved in an inspection is needed to determine a proper pay for the job. As a part-time position, the Building Inspector would be covered for liability insurance from the town. After much discussion Larry made a motion to make the Building Inspector a part-time position at a salary of \$7,000.00 annually to be paid quarterly. Dave made a second. Motion passed 4-1 with Sara voting nay.

Appropriation for the \$50,385 Police salary reimbursement – a couple of options are creating a comp time pay out fund, apply some to 2021 salary and free up some of our General Fund monies. Shawn made a motion to apply \$8,000.00 to a Comp Time Pay Out line and the balance to 2021 salaries. Larry made a second. Motion passed 5-0. The CT will handle the proper paperwork.

The Council felt it would be a good idea for the Town to help purchase the new security system for the Town Park. Angie believes approximately \$3,500.00 is needed. The Park Board made a 50% down payment in December from the Park appropriation.

In regard to hiring a part-time maintenance person, the Council's position is not to hire an additional part-time person. However, we already have Monica Hale as a part-time employee and have used Adam Hale as a sub-contractor for park maintenance. It is okay to hire Monica and/or Adam for part-time work for the

Town Hall \$15.00 per the salary schedule. Koren asked if we could do some repairs/updates to the restroom. The holes still need repair in the ceiling; we need a new sink that allows for one water spout. Sara made a motion to allow updates to the Town Hall restroom not to exceed \$1,000.00. Shawn made a second. Motion passed 5-0.

New Business:

Bruce introduced the Bond Ordinance, Ordinance 2021-1 for our wastewater project. Heather James provided a summary to be read as the original Bond Ordinance is lengthy. Angie read the summary. We will have the adoption February 15, 2021.

Claims were signed.

Adjournment: Dave made a motion to adjourn the meeting at 9:17 pm. Sara made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Town of Thorntown
Town Council Meeting
February 15, 2021
7:00 pm

The February 15, 2021, meeting of the Council of the Town of Thorntown was called to order by Council Vice President, Sara Fairfield, at 7:00 pm. The meeting was held at the Sugar Creek Art Center, 127 S. Pearl St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council - absent	Amy Nooning – via Zoom	Gary Moody – via Zoom
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir. – via Zoom	Don Gray – via Zoom
Dave Williams - Council	Frank Clark – Marshal – absent	
Shawn McClintock – Council	Mike McKenzie – Utility Board	
Larry Truitt - Council	Greg Beumer – Kleinpeter Consulting	
Koren Gray – Clerk/Treasurer	George Gideon – Utility Board	

Approval of Minutes:

Dave Williams made a motion to accept the minutes of the February 1, 2021 meeting. Shawn McClintock made a second. Motion passed 4-0.

Vice President, Sara Fairfield, opened the Hearing for the COVID-19 Response Program: Phase 3 Proposal. Greg Beumer from Kleinpeter Consulting, our grant writing firm, was present for questions and information. We had several local business owners via Zoom to share their stories of how the pandemic has affected their business. Koren read Resolution 2021-2, Resolution Authorizing Application Submission and Local Match Commitment. The Town commits the requisite local funds in the amount of \$2,000.00 from the General Fund as matching funds for the COVID-19 Response Program. Such a commitment will be contingent upon receipt of COVID-19 Phase 3 funding from the Indiana Office of Community and Rural Affairs. Shawn made a motion to accept Resolution 2021-2. Larry made a second to the motion. Motion passed 4-0. Larry Truitt made a motion to adjourn the hearing. Dave made a second. Motion passed 4-0.

Guests:

Greg Beumer – Kleinpeter Consulting (related to the above Resolution 2021-2)

Thorntown Utility Board – The Board had a visit February 5, with Jack Avery from IMPA regarding a possible Solar Park. IMPA will do the funding. IMPA will request an easement. The property used will be fenced and maintained. The Utility Board has visited a couple of Solar Parks. The Solar Park will help keep the rates lower in the future for the Town. The Utility Board is in favor of having the Solar Park. The Council would like Mr. Avery to come to a Council meeting to share information and receive questions.

Comments/Concerns: None

Reports:

Utility (Gary Moody) 3rd Monday) - Gary reported the two new hires have started employment. Jerry Seymour began February 1, and Brent Haag began February 8.

Community Development (Angie Moody) - no reports this time

Wastewater Project

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)
- Park Board meeting minutes have been added to the Council packets

Planning Commission (Don Gray) - The group is working on the job description for the Building Inspector. They are also working on a spreadsheet for the Building Inspector to keep track of work done. They have been researching to see what is best.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email. Due to the weather this evening Frank was not present.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

-The CT read Resolution 2021-4, A Resolution Establishing a Policy for Electric Fund Transfers and OnLine Banking for the Town of Thorntown. The CT advised there are issues getting mail delivered in a timely manner. Paying bills online would be very helpful to insure bills are not received late by the vendor. Larry made a motion to approve Resolution 2021-4 with a second from Shawn. Motion passed 4-0.

-Koren requested registration of \$300.00 for the annual ILMCT conference March 15-16-17-18. It will be a virtual conference this year. Sara made a motion to allow the expense. Dave made a second. Motion passed 4-0.

-Koren advised she had an emergency plan set in place in case of her incapacitation.

-Sara read Ordinance 2021-2, Amending Salary Ordinance 2020-13. This amendment adds the part-time position of Building Inspector, amendment to Utility workers hourly pay, we typed (3) to note there are three Utility Board members, and we typed \$811.12 to show the quarterly pay for the Street Department Stipend. Shawn made a motion to suspend the rules for the 2nd reading. Dave made a second. Motion passed 4-0. Larry made a motion to approve Ordinance 2021-2. Shawn made a second. Motion passed 4-0.

Unfinished Business:

Building Inspector job description – tabled

Resolution 2021-3 was read by Shawn. This is a resolution to transfer \$5,000.00 from the General Fund to the Rainy Day Fund. Dave made a motion to accept Resolution 2021-3. Larry made a second. Motion passed 4-0.

Bond Ordinance 2021-1 was presented for the second reading by Sara. This Bond Ordinance is a vital part of the Wastewater Project. Larry made a motion to accept Bond Ordinance 2021-1. Shawn made a second. Motion passed 4-0.

New Business:

No new business was presented

Adjournment: Dave made a motion to adjourn the meeting at 8:22 pm. Larry made a second to the motion. Motion passed 4-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Town of Thorntown
Town Council Meeting
March 15, 2021
7:00 pm

The March 15, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Sugar Creek Art Center, 127 S. Pearl St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Noonig – via Zoom	Gary Moody – via Zoom
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	
Dave Williams - Council	Frank Clark – Marshal	
Shawn McClintock – Council		
Larry Truitt - Council		
Koren Gray – Clerk/Treasurer	George Gideon – Utility Board	

Approval of Minutes:

Sara Fairfield made a motion to accept the minutes of the February 15, 2021 meeting. Shawn McClintock made a second. Motion passed 4-0. Bruce abstained since he was absent on February 15.

Guests: no special guests

Comments/Concerns: Max Allen, Utility Board President, asked the Council if they would like IMPA to come and share their information regarding a solar park. Angie will schedule their visit for a Council meeting.

Reports:

Utility (Gary Moody) 3rd Monday) - nothing new to report

Community Development (Angie Moody)

-Spring Clean up will be May 15 – Council agreed. Angie will schedule with Ray’s Trash Service.

-Angie would like to attend the Indiana Rural Water Alliance conference. The registration is \$125.00.

There will also be a portion of accommodations costs. Sara made a motion to allow the fees. Dave made a second. Motion passed 5-0.

Covid 19 Phase 3 Grant application has been submitted.

Wastewater Project – a new time line was presented. Lanpher’s have found land to purchase as a swap for the land they are selling to the Town. Mark Sullivan, Midwest Engineering has advised they would prefer no planting on the ground that will be used for the wastewater lagoon. An agreement was previously made that we would pay for lost crop.

-Koren had paperwork from Mike Kleinpeter, need to sign for an extension of the Environmental Review for the wastewater program, Request for Release of Funds, Environmental Assessment Record

2021 Community Crossings Grant – nothing new to report. Mike Mang, BFS, will be visiting town to start working on some plans in case we do get the Grant.

Title VI and ADA- nothing to report

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)
- Park Board meeting minutes for February 22nd, draft have been have been presented

Planning Commission (Don Gray) - (The group is working on the job description for the Building Inspector.)

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

- explained financial reports to the Council
- mentioned that Ben advised we will be receiving funds from the American Rescue Plan
- the sidewalk litigation has been resolved and closed; Amy read an email she also received. We have a signed release and a signed dismissal with prejudice.
- presented an updated Request for Public Records
- we will be undergoing a risk assessment from our workers comp carrier similar to what we did 2 years ago; Koren has a phone conference with someone from IPEP March 16.

Unfinished Business:

- Building Inspector job description is still in process

New Business:

Mark Davis was congratulated on his recent retirement from the Thorntown Utilities. Mark received a clock showing his years of service from the Town. Mrs. Kim Davis was present to share in the celebration. Refreshments were served.

Adjournment: Larry made a motion to adjourn the meeting at 7:57 pm. Dave made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Town of Thorntown
Town Council Meeting
April 5, 2021
7:00 pm

The April 5, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Sugar Creek Art Center, 127 S. Pearl St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning – absent	Jack Alvey – IMPA
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	2 citizens
Dave Williams - Council	Frank Clark – Marshal	
Shawn McClintock – Council		
Larry Truitt - Council	Mike McKenzie – Utility Board	
Koren Gray – Clerk/Treasurer	George Gideon – Utility Board	

Approval of Minutes:

Sara Fairfield made a motion to accept the minutes of the March 15, 2021 meeting. Shawn McClintock made a second. Motion passed 5-0.

Guests: Jack Alvey, IMPA - Mr. Alvey presented information on a proposed Solar Park. IMPA has 32 solar parks around the state including Rensselaer, Bainbridge, Greenfield, and Darlington. The power is used here and not pushed to Duke grid. There would be 3000 solar modules and will rotate with the sun to get as much solar source as possible. IMPA would probably request tax abatement. Mr. Alvey was thanked for his presentation.

Comments/Concerns: Sara Fairfield spoke as a parent and resident. She is asking the possibility of making Franklin and Vine a 4 way stop. There was discussion with no final decision made.

Shawn McClintock was contacted by a resident with a water concern. Her usage increased by a large margin in a month period.

Shawn also noted the Dollar General store does not have a push bar to exit the rear of the building. Bruce will contact Mike Martin about discussing this issue with the State Fire Marshal.

Reports:

Utility (Gary Moody) 3rd Monday) -

Community Development (Angie Moody)

- Angie made note that she requested an incorrect amount for the Rural Water conference. It should be \$195 instead of \$125. Sara made a motion to allow the additional cost. Dave made a second. Motion passed 5-0.

-A resident is concerned about traffic on Plum St. from the car lot. Frank noted it had been addressed.

- The new security camera system is working at the Park. However, Angie’s current computer monitor isn’t working well with the camera system. Sara made a motion to allow the purchase of a new monitor not to exceed \$200.00 (based upon previous information from the IT). Larry made a second. Motion passed 5-0. Sara asked if the Town Marshal had access to the cameras. Currently no, but Angie will give him the information as well as Park Board members.

-Angie reported she has started the American Planner Classes

-Drawings of a t-shirt with the town logo were presented. Angie will see about getting shirts to determine sizing.

-Angie provided a handout regarding where we as a Town would like to see in the future. Dave, Koren and Angie spoke with Dax Norton and John Dockery. They help towns look to the future and help get 5 and 10 year plans for the community. Dax and John would like the opportunity to make a presentation to the Council.

-Town Clean-up Day will be May 15. Help is needed for the day (8:00-3:00). In the past the Council has paid for lunch for the workers. Sara made a motion to also pay for lunch this year. Shawn made a second. Shawn will also have Gatorade donated as in the past.

Covid 19 Phase 3 Grant – awards will be announced April 15.

Wastewater Project – Midwest Engineering is starting to take some measurements for the project.

2021 Community Crossings Grant – Angie presented a letter to the Council from a resident with concerns of new sidewalks on Church Street with the project.

Title VI and ADA- nothing to report

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)
-no one present

Planning Commission (Don Gray, President) - (The group is working on the job description for the Building Inspector.)

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email.

-Tahoe will not be delivered until July

-Frank has been in contact with a mental health association. We can use them at any time. The cost is \$150 per visit. There is not contract. This is a great service to have available for our officers.

-Frank has obtained a finger print kit so our children can have fingerprints available. Parents can contact Frank for more information.

-The Police Dept. would like to advertise the sale of the Dodge Charger again.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

-IPEP (our workers comp carrier) has been sending me safety info and I have forwarded some out to employees or department heads

-IPEP provided a safety questionnaire to forward to employees. Koren sent it to the town attorney for review.

-Our risk assessment is focused on safety

-Koren has a workshop on April 14, regarding the American Rescue Plan. This workshop will provide information on how the funds can be spent. We will need an ordinance and will need to add an American Rescue Plan Fund.

Unfinished Business:

-Building Inspector job description is still in process

New Business:

-No new business was presented

Adjournment: Sara made a motion to adjourn the meeting at 8:15 pm. Shawn made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

DRAFT

Town of Thorntown
Town Council Meeting
April 19, 2021
7:00 pm

The April 19, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Sugar Creek Art Center, 127 S. Pearl St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Noonung, Attorney	Mona Nease - citizen
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	
Dave Williams - Council	Frank Clark – Marshal	
Shawn McClintock – Council	Gary Moody – Utility Supt.	
Larry Truitt - Council	Don Gray – APC	
Koren Gray – Clerk/Treasurer	Jerry Seymour – Building Inspector	

Approval of Minutes:

Shawn McClintock made a motion to accept the minutes of the April 5, 2021 meeting. Sara Fairfield made a second. Motion passed 5-0.

Guests:

Mark Sullivan, Midwestern Engineering, was present to provide an update on the wastewater project. SRF would like to put the project bidding out by May 1, 2021. The plan is to receive them prior to June 1. An updated timeline was also provided. Materials have gone up in price so we are now looking at a higher cost for the project. Bruce signed the Application for Wastewater Treatment Plant Construction Permit PER 327 IAC 3.

Comments/Concerns:

Mona Nease had a concern over a semi-trailer parked at the elevator lot. The back doors are in the open position and she is afraid a child could get locked inside.

Reports:

Utility (Gary Moody) 3rd Monday) - nothing to report

Community Development (Angie Moody)

- the park camera system is working well; some illegal dumping has been discovered in the park dumpster
- Angie has ordered a new monitor with camera and speakers so she can participate with virtual conferences
- Angie announced she is hoping the Council will be available to help with the Town Clean-up day, May 15.

Covid 19 Phase 3 Grant – The Lt. Gov. Crouch, OCRA announced 80 COVID-19 Response Grant Phase 3 recipients. Thorntown is one of those recipients of \$250,000. Grant paperwork will be coming for Bruce to sign.

Wastewater Project – nothing additional

2021 Community Crossings Grant - nothing to report

Title VI and ADA- nothing to report

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)
-no one present; a draft of minutes from March 22, was provided for the Council.

Planning Commission (Don Gray, President) - The group is working on the job description for the Building Inspector. The description will be complete and presented to the Council, May 17.

-Shawn addressed the Pool Requirements for residents. We will be doing another post with the state requirements.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email.

- the Library will be having a celebration on Mill St., May 31, and have requested the road be closed to traffic.

-the elementary school will be rerouting the school entrance to SR 75.

-Frank has applied for a grant of \$50,000, from the Emergency Management Assoc.

-Due to Covid Frank has not been issuing golf cart permits. He will be hosting a day for residents to come to the elementary parking lot and get their permit. He will send out notice.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

-the Clerk/Treasurer explained the purpose of some of the financial reports that were provided to the Council

-the Clerk/Treasurer provided copies from her webinar of the American Rescue Plan. We need to have an ordinance creating the Fund and stating how the funds will be used. We are awaiting a decision from the Department of the Treasury to determine if we can use these funds for our current wastewater project.

-Koren requested registration fees of \$150.00 for Clerk/Treasurer school and Budget workshop. Dave made a motion to allow the expense. Larry made a second. Motion passed 5-0.

-in the March conference the CT learned that the Labor Posters needed to be posted so all employees could see them regularly. After some discussion, Attorney Amy Nooning advised that we could place our Labor Posters in the hallway by the kitchen that is used by the police department and the utility department. The posters will be moved to that area to better serve them.

-The CT presented a memorandum showing the transfer of \$8000 from the General Salaries to General Comp Time Pay Out. She requested signatures from the Council.

Unfinished Business:

-Building Inspector job description is still in process (see APC notes)

- Establishing the Board of Zoning Appeals. Amy has a draft ordinance that she will provide for the May 17, meeting.

-Compensatory Time Off ordinance amendment will be presented May 17. It will coincide with our Employee Handbook.

-We would like to have a special meeting for Dax Norton and John Dockrey to make a presentation to the Council regarding the future of Thorntown. It was agreed, 6:00, May 17, prior to the Council meeting would be a good time.

-Update regarding the back door at the Dollar General Store – Bruce spoke with Mike Martin, our Fire Chief. The store is only required to have one exit due to the capacity of the store. However, since they have an exit sign at said door they need a push bar to exit the building in case of emergency. Mike will contact the State Fire Marshal for further investigation.

-The Clerk/Treasurer asked if the 2010 Dodge Charger should have a minimum bid as it is published for sale. Frank said no minimum bid necessary. The Marshal would like to have bids due for the May 17 meeting.

New Business:

-Plans to return Council meetings to the Town Hall – It was decided that we will return meetings to the Town Hall effective May 17, 2021.

-Fire Department mowing. Brandon Beesley is continuing to mow the fire department, same as 2020. The Council had some discussion regarding options. Larry made a motion to have Brandon continue to mow for 2021. Dave made a second. Motion passed 5-0. The Council would like to set this up to be bid each year. We will need to run bid advertisement in February to be ready for March.

-Dave asked if we knew if Dickerson Custom Trucks was going to move forward with moving his facility. No one had an answer. Dave will check in with Dustin.

Adjournment: Sara made a motion to adjourn the meeting at 8:49 pm. Larry and Shawn simultaneously made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
May 17, 2021
7:00 pm

The April 19, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney	Colin Sullivan - BFS
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	Tim McCormick - NFP
Dave Williams - absent	Frank Clark – Marshal	
Shawn McClintock – Council	Gary Moody – Utility Supt.	
Larry Truitt - Council	Don Gray – APC	
Koren Gray – Clerk/Treasurer	George Gideon – Utility Board	

Approval of Minutes:

Sara Fairfield made a motion to accept the minutes of the April 19, 2021 meeting. Larry Truitt made a second. Motion passed 4-0.

Guests:

Tim McCormick, NFP, our liability insurance carrier, presented our liability renewal effective May 28, 2021-2022. The renewal was previously emailed to the Council. There were no questions.

Comments/Concerns:

None presented

Reports:

Utility (Gary Moody) 3rd Monday) - nothing to report

Community Development (Angie Moody)

- We had 7 dumpsters for clean-up day. We received \$204.00 in donations. Angie has a bill for \$122.92 for lunch items.

- Logo T-shirts will be available for review

Covid 19 Phase 3 Grant – The contract for the grant writer, Kleinpeter Consulting was presented. Sara made a motion to accept the contract. Larry made a second. Motion passed 4-0.

Wastewater Project – The bid advertisement is ready for print.

2021 Community Crossings Grant - Angie, Bruce, Sara and Mike Mang will meet May 24th to discuss the project. Paperwork for the INDOT agreement was presented. Shawn made a motion to approve the agreement. Sara made a second. Motion passed 4-0. Colin Sullivan presented the BFS contract. Sara made a motion to accept the contract. Larry made a second. Motion passed 4-0.

Title VI and ADA- nothing to report

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)
-no one present

Advisory Planning Commission (Don Gray, President)

- Don passed out a Building Inspector job description from Brownsburg. He has asked the Council to review. This would be used for an application for someone new applying for the Building Inspector position
-Don also advised that Section 150 in our current Code of Ordinances has details for the job description of the Building Inspector. It is recommended that we use this description.

-The Commission has reviewed the updates made to the Building Permit Application. It is suggested that \$250 be charged for a resident not obtaining a permit. The question was, 'How are we going to enforce it?' The response 'The building inspector is in charge of code enforcement.'

The Building Inspector has ordered a picture ID and magnetic signs for his truck for identification to residents.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email.

- The Police Department would like to get 7 additional radios with the grant funds that the Marshal has applied for.

- Frank advised our truck needs a new motor. He will be using Police Operations funds to pay for it.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

- Koren thanked Sara and her daughters, Tristan and Avery, for planting the flower pots in front of the Town Hall

- IMPACT will be having their summer meeting June 4, at Grand Park. This is an in person conference. Koren requested approval for the \$35 registration fee. Shawn made a motion to approve the fee. Sara made a second. Motion passed 4-0.

- The CT provided several financial reports for the Council to review.

- The CT also stated she would be participating in other virtual conferences/workshops May 18, 20, 21 and 26. These workshops regard Clerk/Treasurer School, budget, American Rescue Plan Act, and audit.

Unfinished Business:

- Bids are being accepted this evening for the 2010 Dodge Charger. Crispin Auto, Urbana, IL, submitted \$1031.00. Bayridge Motors, Staten Island, NY, submitted \$1068.00. The bid was awarded to Bayridge Motors. Larry made a motion to accept the \$1068.00. Sara made a second. Motion passed 4-0. Arrangements will be made for the exchange.

- Establishing the Board of Zoning Appeals – The Advisory Planning Commission need to hold a Public Hearing regarding the establishment of the BZA before any further action may be taken.

-Compensatory Time Off ordinance amendment was presented May 17. The 1st reading was conducted by Bruce and Sara. We will have the 2nd reading June 7.

- Ways to show our appreciation for using the Art Center during the COVID-19 pandemic – Sara made a motion for us to pay for carpet cleaning in the event room. Shawn made a second. Motion passed 4-0.

New Business:

-Bruce read the 1st reading of the Ordinance to Establish American Rescue Plan Act Fund #176. We will have the 2nd reading June 7.

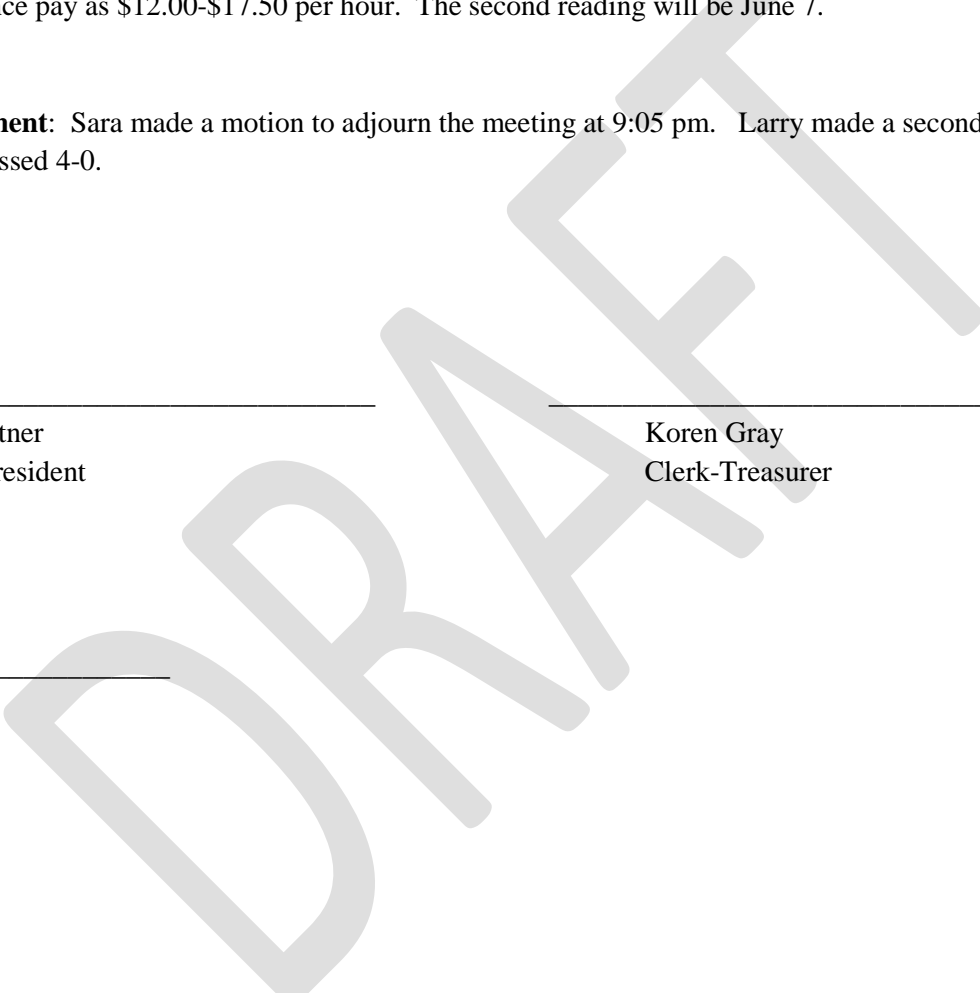
-Sara read the 1st reading of the Ordinances 2021-5 and 2021-6, Amending Compensation to town officials for 2021. Ordinance 2021-5 reflects Utility Worker #3 to be paid \$20.00 per hour. Temporary Labor will be listed as \$15.00-\$23.00 per hour. Ordinance 2021-6, Amending Compensation will reflect Part-Time Maintenance pay as \$12.00-\$17.50 per hour. The second reading will be June 7.

Adjournment: Sara made a motion to adjourn the meeting at 9:05 pm. Larry made a second to the motion. Motion passed 4-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date



Town of Thorntown
Town Council Meeting
June 7, 2021
7:00 pm

The June 7, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney	
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	
Dave Williams - Council	Robby Viergutz	
Shawn McClintock – Council		
Larry Truitt – Council – came a few minutes late due to another engagement		
Koren Gray – Clerk/Treasurer		

Approval of Minutes:

Sara Fairfield made a motion to accept the minutes of the May 17, 2021 meeting. Shawn McClintock made a second. Motion passed 4-0.

Guests:

None

Comments/Concerns:

None presented

Reports:

Utility (Gary Moody) 3rd Monday)

Community Development (Angie Moody)

Covid 19 Phase 3 Grant – The Council voted to ratify the signature on the COVID-19 Phase 3 OCRA contract. Sara made a motion to accept the signature. We received paperwork that needed to be signed before our next meeting. Larry made a second. Motion passed 5-0. Scoring committee has met and will meet again June 15. We will need to provide a 1099g to all grant recipients.

Wastewater Project – The bid advertisement is ready for print.

2021 Community Crossings Grant - Bids are being advertised this week in the newspaper. We will open bids June 21. We have a letter to send out to residents whose addresses will be on the project route. If anyone has questions or concerns they can contact the Town Hall, Angie Moody or Bruce Burtner. Sara suggested including the map of trees that will be removed for the project. Sara questioned about the clean up and finalization regarding weeds, grass etc.

Angie reported the Thorntown Pharmacy is hosting a COVID clinic on June 18-19.

Regarding John Dockrey and Dax Norton – Angie spoke with John. John is interested in knowing what the Council is thinking and if we would like a quote. Koren reported she spoke with the current Clerk/Treasurer from Jamestown regarding some of the things Dax has helped them with.

Angie presented a letter on behalf of the Park Board. Our liability does cover a dog park. This letter would inform the residents in the direct area of the proposed dog park about the dog park. Residents will be informed of our Town Council meeting July 19, if they have concerns they wish to discuss.

The first movie night of the summer will be June 11.

Someone asked about putting an advertising sign on our corner. The Council consensus was no.

Solar Co-op wanted to put advertising on our website. The Council was unanimous with no.

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)

-no one from Park Board present

-Angie Moody discussed the Dog Park

Advisory Planning Commission (Don Gray, President)

-BZA hearing will be July 12, 6:00pm

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email.

- Frank on vacation, Derek Babcock and Robby Viergutz attended the meeting

-Derek reported the truck is in process of repair

-New Tahoe – still looking at delivery for July

-There was discussion regarding the speed on Bow St. and Powell, Vine and Franklin. Possibilities to decrease the speed limit to 20 from 30, or make 4-way stops. There is much chatter on the social media regarding the safety of children in these areas

-Our radar trailer is currently not working and is process of repair

-There have been discussions regarding cars for sale on the street unplatd and test drivers driving too fast in town

-Derek and Robby are participating in a special program regarding OWI. This is a program sponsored by the state. They work this program on off duty hours. They are supposed to keep track of the number of contacts per month. They may go as far east as SR 39 and as far south as SR 32. These are high visibility areas.

-Frank, Derek and Robby are putting in extra time on weekends. The department is looking for more reserves to help with coverage.

- We are having issues with non-handicapped citizens parking in handicapped parking areas.

- The Witham building is still having several alarm calls. They turn out to be false alarms.

-Skate boarders and scooter riders are causing safety concerns on the streets and sidewalks. The Police Dept. has seized pedal scooters and such and requiring parents to pick them up. We may need to take a look at our ordinance.

-Bruce asked about kids on golf carts. Derek said the driver of a golf cart must be licensed.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

- Mark Sullivan, Midwestern Engineering will be holding a pre-bid meeting at the Town Hall, June 10, 10:00am

-A new grant has been presented regarding water and wastewater. We need to talk to Steve Brock to get more information. Sara suggested Koren meet with Mark then share necessary information to the Council

-We received paperwork to sign to renew our Cyber Security insurance, and to accept underinsured and uninsured motorist coverage. The Council allowed the Clerk/Treasurer to sign the documents and return to the insurance provider.

-Koren is gathering job information for various Town employees so we have something if we ever need to run an ad for a new worker. The utility clerk has provided her duties. The Council approved for the Clerk/Treasurer to type an ad description for the Building Inspector should the need ever arise.

-We have approval from the State Board of Accounts to make the necessary adjustments to the bookkeeping so we don't need to carry the adjustments forward any longer.

Unfinished Business:

Ordinance 2021-7, Compensatory Time Off Ordinance, was read for the 2nd reading by Sara. Larry made a motion to accept the Ordinance which makes the Ordinance and the Employee Handbook read the same. Sara made a second to the motion. Motion passed 5-0.

Ordinance 2021-3, Ordinance to Establish an American Rescue Plan Act Fund #176, was read for the 2nd reading by Bruce. Dave made a motion to accept the Ordinance. Shawn made a second to the motion. Motion passed 5-0.

Ordinance 2021-5, Salary Ordinance Amendment, amending the Utility Worker #3 to \$20.00/hour, and amending Temp Labor \$15.00-\$23.00 per hour. Bruce read the 2nd reading. Sara made a motion to accept the amendment. Dave made a second to the motion. Motion passed 5-0.

Ordinance 2021-6, Salary Ordinance Amendment, amending the Town Part-time Maintenance \$12.00-\$17.50 per hour. Bruce read the 2nd reading. Sara made a motion to accept the amendment. Larry made a second to the motion. Motion passed 5-0.

New Business:

Ordinance 2021-8, An Ordinance Amending Section 10.25 Schedule of Fines and Fees of the Town of Thorntown, IN, Code of Ordinances, was read by Bruce. This amendment increased the fee to \$250.00 for Failure to Obtain a Building Permit. Sara made a motion to suspend the rules for a 2nd reading. Larry made a second. Motion passed 5-0. Sara made a motion to accept Ordinance 2021-8. Larry made a second. Motion passed 5-0.

Ordinance 2021-9, An Ordinance to Establish Community Development Block Grant COVID-19 Phase 3 Fund #168 was read by Koren. Sara made a motion to suspend the rules for a 2nd reading. Shawn made a second. Motion approved 5-0. Sara made a motion to accept Ordinance 2021-9, Larry made a second. Motion passed 5-0.

Koren noted that the Little League had made contact regarding what they need to insure for liability. Currently the Town covers all buildings, fencing at the Park and ball diamonds. Koren suggested that we should have a written agreement between the Town Council and the Little League Board. Since Angie Moody has been the person working with the Little League Board she was asked to come up with a list of things that have been each party's responsibility in the past. We should discuss the items with the Little League Board and make sure

we are all in agreement. Each year the Little League Board and the Town Council should sign the agreement prior to little league season.

Adjournment: Sara made a motion to adjourn the meeting at 9:26 pm. Larry made a second to the motion. Motion passed 4-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
July 19, 2021
7:00 pm

The July 19, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney	Gary Moody – Utility
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	Don Gray - APC
Dave Williams - Council	Frank Clark - Marshal	Monte Striegel – Striegel Design
Shawn McClintock – Council	Derek Babcock – Chief Deputy	Mark Sullivan – Midwest Eng.
Larry Truitt – Council	Robby Viertgutz - Deputy	7 citizens
Koren Gray – Clerk/Treasurer	Sean White – Police Reserve	

Approval of Minutes:

Larry Truitt made a motion to accept the minutes of the June 21, 2021 meeting. Sara Fairfield made a second. Motion passed 5-0.

Guests:

Mark Sullivan – Midwest Engineering, was present to provide the engineer’s letter of recommendation to approve Striegel Design and Construction from Medora, Indiana, as the contractor for the wastewater project. Mr. Striegel would like a letter of assurance that he has the job once our legal processes are complete and OCRA grant and SRF loan are closed. With the volatile market with supplies Mr. Striegel needs to be able to lock in prices of materials. Sara made a motion to provide a letter of intent to tentatively award Striegel Design and Construction the bid contingent upon successful completion of financing. Larry made a second to the motion. Motion passed 5-0. Also, Striegel Design and Construction will provide a letter to the Town announcing he is willing to hold the bid, \$2,175,000, until October 31, 2021. Attorney, Amy Nooning, will work with Mark Sullivan and Monte Striegel for appropriate language and legalities needed.

Gary Lanpher was present to inquire on the timeline of the project. He discussed the loss of revenue on crops that were not planted on the wastewater project parcel site. There is a clause in the land purchase agreement to compensate him for the loss of crop. He was also inquiring the timeline of the actual purchase date of the land. Sara made a motion to submit a letter to OCRA seeking permission to make a draw on the grant funds to proceed with the land purchase. Shawn made a second. Motion passed 5-0.

Comments/Concerns:

None

Reports:

Utility (Gary Moody) 3rd Monday) - IDEM stopped in to see Gary. A letter has been submitted regarding our wastewater project. A letter regarding the process will be sent to Bruce.

Community Development (Angie Moody)

Covid 19 Phase 3 Grant –

The Committee is still working on the division of the grant for the town businesses. Koren reported that according to paperwork we will need another hearing.

Wastewater Project – See previous information

2021 Community Crossings Grant - The contract with INDOT has been signed. Angie will meet with Mike Mang regarding the removal of trees.

Monitoring Wells - They are still working on wells.

Angie provided a map of the planned renovations for the elementary traffic. This project is planned for 2022.

WAVE – Adams Electric has been working on the electric for the second floor of the Town Hall.

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)

Natalie Faudree presented a list of programs/activities that the Park Board would be interested in implementing. The current budget of \$10,000 pays mostly for maintenance. The Park Board is asking if they could possibly get funds added to their budget to incorporate programs/activities.

Amanda Schornhorst, Western Boone Little League President, was present. There was a small discussion regarding who is responsible for what items at the ball diamonds. The Town Council and Little League Board is working to come up with guidelines in writing so everyone will know who is doing what.

Advisory Planning Commission (Don Gray, President)

The APC has some information regarding demolition of buildings. A copy of those guidelines will be given to anyone applying to demolish a structure.

The Morris St. address that had concerns regarding being up to code has been handled by the Building Inspector. As long as the code violations are corrected, said address is allowed to house residents.

The Advisory Planning Commission submitted their Findings to create a Board of Zoning Appeals. The Commission also submitted a Certification to the Thorntown Town Council with a favorable vote to organize the BZA.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – nothing to report

Police Department (Frank Clark) – Call report sent via email.

Marshal Frank Clark presented Sean White to be added as a Reserve Deputy for the Town of Thorntown. Sean has been a Reserve for the Department in prior years. Clerk/Treasurer, Koren Gray, presided over the Oath of Office for Officer White. Welcome aboard!

Fire Department (Mike Martin – Fire Chief)

Fire Chief Mike Martin reported the department has had 222 runs up to June 30, 2021. To date, there have been 23 runs in July. The Fish Fry is planned for August 21, from 4:00-8:00 pm. Mike has received a quote for lights at the fire station, \$5515. The Town pays half and the Township pays half.

Clerk/Treasurer (Koren Gray)

- Koren shared her conversation with Mark Sullivan and Stacey (Indiana Finance Authority), regarding that the Town is automatically entered into the pool for the SWIF grant
- The Budget Committee needs to meet July 21. Ben Roeger will also attend
- We have received our spring settlement of property tax. We received \$7000 more than spring of 2020
- Paperwork for an AIM workshop for Council members is in Council packets as well as an invitation from IMPA for a luncheon. Congressman Jim Baird will be speaking.
- Provided copies of publicly posted paperwork from the 2018-2019 Audit. A copy of the CT Corrective Action Plan was included. Due to circumstances prior to June 2019, a response was requested by the SBOA stating what action is being taken to correct some issues that took place during the time period of the 2018-2019 Audit.
- The Town of Thorntown will be receiving \$355,140.20 for the American Rescue Plan Act.

Unfinished Business:

New Business:

- Resolution 2021-6, Transfer of Funds from the General Fund to the Rainy Day fund was presented. We did this once before then used the funds to settle the bookkeeping records once the SBOA completed the 2018-2019 Audit. We have received our spring settlement from taxes so the CT would like to put \$5000 back into the Rainy Day Fund. Dave made a motion to allow the transfer. Shawn made a second. Motion passed 5-0.

- Koren reported that an application needs to be submitted to receive the ARPA funds. Sara made a motion for Bruce to sign the documents needed. Larry made a second. Motion passed 5-0.

- Establishing Board of Zoning Appeals Ordinance 2021-10, had its first reading by Bruce. The second reading will be August 2.

Claims were signed by the Council.

Adjournment: Sara made a motion to adjourn the meeting at 9:16 pm. Larry, Dave and Shawn made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
August 2, 2021
7:00 pm

The August 2, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney – via phone	
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	
Dave Williams - Council	Frank Clark - Marshal	
Shawn McClintock – Council	Steve Brock – Brock, Therber & Assoc.	
Larry Truitt – Council		
Koren Gray – Clerk/Treasurer		

Approval of Minutes:

Sara made a motion to accept the minutes of the July 19, 2021 meeting. Shawn made a second. Motion passed 5-0.

Guests:

Steve Brock, Brock, Therber & Associates, discussed financial options with the Council regarding the wastewater project. We have been awarded a grant from OCRA. We are in the pool for funding from SWIF which will be announced August 27. The Town has asked the County Council for funding also. We have approval for an SRF loan. There are several moving parts to this project and timelines. At this point we are looking to close on the SRF loan in October.

Comments/Concerns:

None

Reports:

Utility (Gary Moody) 3rd Monday)

Community Development (Angie Moody)

Covid 19 Phase 3 Grant –

The Committee will be meeting August 3. Greg Beumer will be attending to answer a few more questions.

Wastewater Project – see comments above

2021 Community Crossings Grant - Angie presented a proposed letter to be sent to residents regarding tree/stump removal for the project. Sara made a motion to accept the letter and approve for Bruce to sign. Larry made a second. Motion passed 5-0.

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)

No Park Board member in attendance.

Advisory Planning Commission (Don Gray, President)

Don Gray sent word that there was nothing to discuss at this time.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield) – Bruce read a letter from engineers from Western Boone. They are asking if they need to submit a Storm Water pollution plan to the Town. Town Attorney, Amy Noonning, will check into this matter.

Police Department (Frank Clark) – Call report sent via email.

Marshal Frank Clark, submitted a quote for Tasers for the department. The quote includes 5 Tasers, and the equipment needed. The total cost is \$9494.51, from Axon Enterprise, Inc. Frank noted that all Tasers 10 years old need to be updated. Council President Bruce Burtner asked the Council to use some of the 20% that the Town holds for needed expenses (LIT Public Safety Fund). Sara made a motion to pay for the Tasers from the Town portion of the LIT Public Safety funds. Shawn made a second to the motion. Motion passed 5-0.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

-the CT reported the cost of the recent SBOA audit. \$8,044 for the general funds will come out of our tax distribution. Electric will pay \$19,929, Water will pay \$3,092, and Sewer will pay \$3,092. Koren requested the Council approve the Sewer payment so she can go ahead and pay before the next Council meeting. Sara made a motion to allow the payment. Shawn made a second. Motion passed 5-0.

-Koren advised the request for payment of the ARP funds has been submitted.

- We received a letter from IDEM and I shared it with Gary Moody. Gary called to see what the letter was about. They were just advising us that Stalcorp has a new owner.

Unfinished Business:

-Establishing Board of Zoning Appeals Ordinance 2021-10, had its second reading by Bruce. Shawn made a motion to accept Ordinance 2021-10, and establish a Board of Zoning Appeals. Dave made a second. Motion passed 5-0.

New Business:

Koren asked for 2 Council members to begin reviewing the Employee Handbook for updates/changes for 2022. Our handbook will need to be submitted to Sara Blevins, HR Attorney, for review before voting. We would like for the updates to be presented by September 20. Larry and Shawn both volunteered to review the handbook.

The 2022 Budget draft was presented to the Council. Please review and we will revisit August 23.

Koren announced it was time to advertise for Snow Bids for the 2021-2022 season. The Council approved to go ahead and publish the advertisement in the newspaper.

October 5-6-7 AIM Summit will be held in French Lick, IN. The Clerk/Treasurer would like to attend as well as 2 or 3 Council members. Accommodations would also be needed. Sara made a motion to allow the expenditure for the conference. Shawn made a second. Motion passed 5-0.

Adjournment: Sara made a motion to adjourn the meeting at 8:15 pm. Dave made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
August 23, 2021
7:00 pm

The August 23, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney – via phone	Gary Moody - Utilities
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	Jerry Seymour – Bldg. Inspector
Dave Williams - Council	Frank Clark - Marshal	Bill Whalen - NFP
Shawn McClintock – Council	Derek Babcock – Chief Deputy	Joe Alexander
Larry Truitt – Council	Robby Viergutz - Deputy	DJ Dye
Koren Gray – Clerk/Treasurer	Steve Brock – Therber, Brock & Assoc.	Gary and Jackie Lanpher
		Jordan Moody
		Mona Neese
	Maddie Seymour	Lynn Chambers

Approval of Minutes:

Sara made a motion to accept the minutes of the August, 2021 meeting. Dave made a second. Motion passed 5-0.

Guests:

Bill Whalen, NFP Property and Casualty Services, was present to explain our Cyber policy renewal. Our premium increased quite a bit due to many different life events. Also we needed to include the utility revenue which also contributed to the increase in premium. We do have a \$1,000,000 policy. Total renewal cost is \$7229.00. The cost will be split between, town, utilities and court. Larry made a motion to continue with the renewal. Dave made a second. Motion passed 5-0.

Steve Brock, Therber, Brock and Assoc., was present to explain the proposed wastewater rate increase. We have received the OCRA grant of \$700,000 and are waiting for the award date for the SWIF grant. Without other funding we are looking at \$54.49/4000 gal water. If we receive more funding and can bond a lesser amount that rate could decrease. Our last rate increase was 2012, \$29/88/4000 gal water. Thorntown rates are very low compared to surrounding communities.

Jordan Moody, Moody & Company Realtors discussed timing of the Town acquisition of the land from the Lanpher’s for our wastewater project. A motion was made by Dave to go ahead and pay the Lanpher’s from Town funds for 2 parcels of land as this would expedite the process. A second was made by Shawn. Motion passed 5-0. The Town can be reimbursed from the OCRA grant for the 9+ acre parcel. Mr. Moody said the title work would take about a week. Shawn made a motion to prepare a letter to the title company and allow Bruce to sign and it will be recorded. Larry made a second. Motion passed 5-0.

Comments/Concerns:

Mona Neese had a concern of motor bikes riding down the sidewalks. Frank and the police department will watch for motor bikes.

DJ Dye and his wife live on South Vine St. They are concerned with the traffic on Vine St. The gas station/convenience has also increased the traffic flow. They would like to see a stop sign at the corners of Franklin and Vine.

Maddie Seymour lives in the area of West Plum and C streets. Vehicles from the auto lot drive too fast down Plum St. Several children live in the area. Marshal Frank Clark offered the response that he has spoken with the auto dealer regarding test driving vehicles by patrons. Marshal Clark will advise all shifts to watch the area a little more closely. We cannot require the auto dealer to ask customers to use a particular route to test drive a car.

Lynn Chambers expressed concern regarding dog defecation at the corner of N. Market and Main.

Joe Alexander asked the procedure to apply for Right to Encroach as his property at 216 W. Vine St., Thorntown. They had a boundary survey completed and a part of the property goes into the alley. Mr. Alexander provided a Certificate of Survey to the Council. A legal description will be prepared and presented to the Council. Mr. Alexander would like to prepare the letter and paperwork necessary, have the Town Attorney approve, and have the Council President sign. Sara made a motion to allow the request. Larry made a second. Motion passed 5-0.

The Clerk/Treasurer asked who is responsible to clean the streets. An employee was injured by rolling an ankle on the rocks as you step down from the curb. Larry advised the State is responsible for State Road 47.

Reports:

Utility (Gary Moody) 3rd Monday)

Gary reported the price of speed limit signs would be approximately \$120 each. We would need 36 signs. The cost would be \$4320.00. Gary is expecting another quote tomorrow. This is in regard to changing the 30 mph signs to 24 mph. We cannot change the speed limit on the state highways.

Community Development (Angie Moody)

2021 Community Crossings Grant

Angie advised that 225 E. Bow St. requested that a tree not be cut down for the project. The approval of the request would hinder the project. Larry made a motion to continue with the project and tree removal as planned. Dave made a second. Motion passed 5-0.

COVID-19 Phase 3 Grant – We have 29 eligible businesses that have applied for the grant. The committee decided to divide the grant evenly. Each recipient will receive \$8405.17. Sara made a motion to award \$8405.17 to each eligible business. Larry made a second. Motion passed 5-0. A list of businesses will be on file at the Town Hall. Angie will contact the businesses to let them know the award has been approved. Koren will contact Kleinpeter Consulting so they can get the appropriate paperwork completed for the Town to receive the funds.

Angie presented a quote from Calumet for a service drive at the Park. The Park Board was interested in finding out how much a drive project would cost. Three quotes would be needed. More information will be gathered.

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)

No Park Board member in attendance.

Advisory Planning Commission (Don Gray, President, Erik Smith, Shawn McClintock, Melanie Gall, Angie Moody, Ben Strong)

Franklin St. red tag stop order situation has been solved.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield)

Police Department (Frank Clark) – Call report sent via email.

Marshal Clark reported there has been an abatement notice to a property on Plum St.

West Church Street trailer park, some of the trailers are in the process of being removed.

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

Rooms (2) have been booked at the West Baden for the AIM conference. Koren will submit registrations for Bruce, Sara and the Clerk/Treasurer.

Requested permission to attend the ILMCT virtual district meeting at \$125.00 registration cost. Sara made a motion to allow the registration. Shawn made a second. Motion passed 5-0.

The Clerk/Treasurer also requested to attend the IMPACT fall conference. This conference deals with Human Resources. It will be held in Westfield and CT will drive each day. The registration fee is \$200.00. Sara made a motion to allow the registration. Shawn made a second. Motion passed 5-0.

Bruce/Sara talked with Koren about getting business cards for the Council members. Minute Print It could do 100 @ \$35.50, 250 cards @ \$39.00. Shawn made a motion to have the business cards printed at a count of 250. Sara made a second. Motion passed 5-0.

A representative from Consolidated Union from Logansport is asking about providing a renewal quote for our liability insurance. Are we interested? The consensus is not at this time.

We received the updated quote from Adams Electric for the Town Hall work needed. The new cost is \$4555.00 which is \$405.00 more than the quote from December 2020. Dave made a motion to accept the quote. Larry made a second. Motion passed 5-0.

ARPA Funds have been received, \$177,510.10. This money is sitting in the bank in the General Town bank account. We need to decide where the interest to be applied. Council recommends depositing the interest into the General Interest account.

The health insurance premium is increasing 1.2%. This is a nice surprise. The CT was expecting a larger increase.

Strategy Execution paperwork provided in Council packets for your reading pleasure.

Unfinished Business:

COVID grant – see above.

No new discussion on 2022 budget.

Speed limits on town streets is being tabled.

New Business:

Shawn made a motion to authorize Whitsitt and Nooning to draft a letter to negotiate the purchase of the Smith building and get two appraisals. Larry made a second. Motion passed 5-0.

Ordinance 2021-12, Sewer Works Rate Amendment, was read before department reports. The ordinance was read by Bruce Burtner.

Ordinance 2021-11, Ordinance Amending Ordinance 2021-1 regarding Bond Ordinance had the first reading and was read by Bruce. The purpose of the amendment is to recognize the wastewater project increase from \$2,700,000. to \$2,879,000. The maximum aggregate issuance amount of the Bonds and Bans authorized under the Ordinance from \$2,000,000. to \$2,179,000.

There is a new program, Hoosier Enduring Legacy Program, announced by Lt. Governor Suzanne Crouch. This program would be cost prohibitive for a small town. We would also need to commit 30% of our ARPA funding. The consensus of the Council was non-participation.

Angie Moody requested street closure, Market to Bow, Main to Plum and Main St.(Angie will get proper paperwork for the state) for the annual Turning of the Leaves Festival, have Town Hall restrooms open, conduct the parade. The committee is also planning a 5K and 10K. The committee is checking into having beer sales during the concert time. Shawn made a motion to allow the events planned for the Festival. Dave made a motion. Motion passed 5-0.

Claims were signed.

Adjournment: Sara made a motion to adjourn the meeting at 9:26 pm. Shawn made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
September 20, 2021
7:00 pm

The September 20, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney	Gary Moody - Utilities
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	
Dave Williams - Council	Frank Clark - Marshal	George Gideon – Utility Board
Shawn McClintock – Council		Mike Kleinpeter – Kleinpeter Consulting
Larry Truitt – Council		Pat McPeake
Koren Gray – Clerk/Treasurer		4 citizens

Approval of Minutes:

Bruce noticed one misprint on the minutes of August 23, 2021, under the Utility Report, speed limit should be 25 mph not 24 mph. Larry made a motion to accept the minutes with the correction. Sara made a second. Motion passed 5-0.

Sara made a motion to approve the Memorandum of Executive Session of August 23, 2021. Shawn made a second. Motion passed 5-0.

Guests:

Bruce opened the Public Hearing for the COVID-19 Phase 3 at 7:05 pm. Mike Kleinpeter, Kleinpeter Consulting, shared that the Town was awarded \$250,000.00 grant to share with the business owners. The Town paid \$6,250.00 to Kleinpeter Consulting from this grant, and awarded a total of \$243,749.93 to 29 eligible businesses. The COVID-19 Phase 3 grant is completed.

At 7:08, Bruce opened the Public Hearing for the Wastewater rate ordinance. Bruce announced the Public Hearing would be postponed until October 4, 2021, 7:00 pm, at the Thorntown Town Hall. The Public Hearing was closed.

President Burtner opened the Public Hearing for the proposed 2022 Budget at 7:11 pm. The Clerk/Treasurer reported the figures have posted in the window at the Town Hall and on the Gateway site. A print out of the detailed budget was provided on the table during the council meeting. Koren read the proposed figures: General Fund - \$643,147., Local Income Tax - \$118,000., Local Road and Street - \$25,000., Motor Vehicle Highway - \$88,080., Cumulative Capital Improvement \$6,000., and the Cumulative Capital Development - \$15,000. The total budget is \$895,227. for the 2022 year. With no comments from the public the Public Hearing was closed.

Joe Alexander was present to request Consent to Encroachment at 216 S. Vine St. Mr. Alexander worked with Town Attorney Amy Nooning on the proper paperwork. This will be recorded at the Boone County Recorder's office. As stated at the August 23, meeting, a part of the property goes into the alley per the survey. Sara made a motion to allow the Council President to sign the consent form. Larry made a second. Motion passed 5-0.

We received two snow bids for the 2021-2022 season. Jerry Seymour bid \$100.00/hour for 2 units for truck with blade. Doug Merrill bid \$92.00/hour for 2 units for truck with blade. Since the truck with blade is the most used, the Council looked at those rates. A certificate of insurance is required from the contractor. Sara made a motion to accept the Merrill proposal. Dave made a second. Motion passed 5-0.

Comments/Concerns:

The Council has received concerns from residents on North Market Street west of the trail. Residents would like to see the gravel road paved, a new street sign, N. Market Lane, a speed limit sign and children playing sign. We will look into the signs. The gravel road has been named to N. Market Lane during our recent street inventory. Once all details are completed including notifications to the post office and the 911 service the residents will be notified.

Mona mentioned brick pieces falling from the Smith building causing danger.

Pat McPeake submitted a Hold Harmless form from INDOT being required for the festival. The form is asking for the applicant's signature. The Festival Committee is requesting Main St. (State Road 47) be closed during the festival. The Festival Committee should sign the form as the Town is not the sponsor of the Festival and did not request the street closure.

Reports:

Utility (Gary Moody) 3rd Monday)

Gary asked permission to search for a used street sweeper. He believes we could purchase one for approximately \$10,000. The Clerk/Treasurer has a couple of different funds we can use for payment.

Community Development (Angie Moody)

2021 Community Crossings Grant

Angie reported that a Bow St. resident has noted the work on Bow St. is much appreciated. The 2021 Community Crossings project is going well. Tuesday, September 28, they will begin paving.

-Monitoring wells are being added inside the Art Center to monitor the air inside the Art Center.

-Angie is a part of the Broadband Taskforce in Boone County

-The men's restroom is having some electric and water issues. Angie would like to call Jeremy Young to check out the water issue. In addition the Town Hall sink is not draining properly. Permission was given to contact a plumber.

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi)

-Angie Bascom submitted a letter for approval to send to the parents of the persons who vandalized the park earlier this summer.

-Angie B. also asked where we are in the contract paperwork for the Little League. Sara Fairfield is working on this project.

-It was also brought up about repairing the south fence at the park where the neighbor's fence fell on it. The neighbor's homeowner's coverage will not cover the fence damage. The Park Board does have a quote of approximately \$1600 to repair the fence. Dave made a motion to allow the Park Board to repair the fence for a cost not to exceed \$2000.00 Sara made a second. Motion passed 5-0.

-New signs have been installed at the bridge along the trail. The signs are no diving, no jumping, no campfires.

Advisory Planning Commission (Don Gray, President, Erik Smith, Shawn McClintock, Melanie Gall, Angie Moody, Ben Strong)

-Shawn reported the Commission has discussed the garage being operated at 216 W. Church St. with the property owners. The property owners need to submit a petition to reclassify the zoning to commercial. Letters will need to be sent certified mail to area neighbors and a public hearing will need to be held. Amy will work with the APC on this matter.

- On State Road 75 a resident has cut out concrete curb, took out grass, laid gravel and is using the area between the sidewalk and street as parking. The curb falls under the jurisdiction of the state.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield)

-Nothing to report

Police Department (Frank Clark) – Call report sent via email.

-Frank reported that the trailer that we received complaints about on Church St. has been removed.

-The TPD has issued abatement notices on a Plum St. address

-The Dodge Charger is currently out of commission

-Frank reported that he has received some information regarding leasing from Ford rather than buying our police vehicles

-Larry Truitt wanted to thank Officer Derek Babcock for helping a gentleman in the downtown area to find his car. This is a great service to take the time to help a citizen.

Fire Department (Mike Martin – Fire Chief) – not in attendance

-Not in attendance

Clerk/Treasurer (Koren Gray)

-Koren left the new business cards for each Council Member

-Koren asked if anyone had any questions regarding our finances. August year end reports were emailed to the Council earlier in the month.

Unfinished Business:

Reminder, budget adoption is planned for October 4

Speed limits on town streets are currently 30 mph. They can be changed to 25. Anything less than 25 mph would require a traffic study. Sara provided a quote from Stello of \$36.50 each sign. Dave doesn't see a point to changing the speed limits for 5 mph. More research needs to be done. We will table until next meeting.

Ordinance 2021-11 Amending the Bond Ordinance 2021-1 had the second reading. Dave made a motion to accept the Ordinance 2021-11. Sara made a second. Motion passed 5-0.

Ordinance 2021-12 Sewer Works Rate Amendment is tabled until October 4, 2021.

New Business:

Advisory Board of Zoning Appeals is comprised of 5 members. The Town Council shall appoint 3 members one of which shall be a member of the Plan Commission, 2 will not be members of the APC. The Town Council shall appoint an additional member who is not a member of the APC. The APC shall appoint one member from the APC membership. BZA members shall follow at least one of the following requirements: be a resident of the jurisdictional area, be a resident of the County and owner of property located in the Town. We will see if we have members to appoint at the October 4 meeting.

Trick or Treat will be October 31, from 6:00-9:00 pm. The parade line up will begin at 5:30 with the parade beginning at 6:00 and the costume contest immediately following.

Petition for zoning procedural steps are included in the Council packets.

Claims were signed.

Adjournment: Dave made a motion to adjourn the meeting at 9:11 pm. Shawn made a second to the motion. Motion passed 5-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
October 4, 2021
7:00 pm

The October 4, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney	Don Gray
Sara Fairfield - Council	Angie Moody – Comm. Dev. Dir.	Steve Brock
Dave Williams - Council	Frank Clark - Marshal	Mark Sullivan
Shawn McClintock – Council		4 Citizens
Larry Truitt – Council - absent		
Koren Gray – Clerk/Treasurer		

Approval of Minutes:

Shawn made a motion to accept the September 20, 2021, minutes. Dave made a second. Motion passed 4-0.

Guests:

Bruce opened the Public Hearing at 7:03 regarding the Wastewater rates. Steve Brock, Therber, Brock and Associates, explained the wastewater rate increase. Pre-closing for the SRF loan is set for October 27, 2021, and the closing for the SRF loan is scheduled for November 10, 2021. At this time the wastewater rate will change from \$29.88/4000 gallons of water usage to \$54.49/4000 gallons of water usage. The average water usage in town is 3375 gallons of water. The minimum charge will change from \$14.96 to \$27.28. Steve advised that we should be updating our rates every 3-5 years. With no comments from the public, the Public Hearing was closed at 7:18 pm.

Mark Sullivan, Midwestern Engineers, advised we would need a 10 day extension from our contractor for the wastewater project since the state has moved our SRF closing to November 10. Striegel Construction will provide a letter agreeing to the extension. The actual lagoon may not begin construction until spring as we are approaching the winter months. Mark will be checking on any permits needed for the project.

Ordinance 2021-12, Sewer Works Rate Amendment, was read for the 2nd time. Shawn made a motion to adopt the Ordinance 2021-12. Sara made a second. Motion passed 4-0.

The Town Council would like to include the wastewater property into the town limits. Town Attorney, Amy Nooning, advised it would take about 30-60 days for the process once it is started.

Comments/Concerns:

Residents at an Elm Street address have requested the alleyway be paved. Sara advised the Council would do some research.

Residents at a East State Road 47 address stated their concerns about the curve in front of their property. It is labeled a passing zone and there are concerns of accidents. State Road 47 is under the control of the state regarding any signage.

Reports:

Utility (Gary Moody) 3rd Monday)

Community Development (Angie Moody)

-Angie reported Jeremy Young fixed our Town Hall sink situation. Our women's restroom now has a leak.

-The PASER rating needs updated and submitted to LTAP (Local Technical Application Pathway) in December 2021. The approximate cost is \$1800.00.

2021 Community Crossings Grant

-The CCG 2021 project has been completed. Mike Mang (BFS) and Angie will prepare a punch list.

-Dave made a motion to allow payment to Calumet for the construction work. Shawn made a second to the motion. Motion passed 4-0.

-The next CCG application is due in January 2022

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi) 3rd Monday)

Advisory Planning Commission (Don Gray, President, Erik Smith, Shawn McClintock, Melanie Gall, Angie Moody, Ben Strong)

-Don reported the APC will meet October 11, and will be discussing members for the BZA.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield)

-Nothing to report

Police Department (Frank Clark) – Call report sent via email.

-Frank reported that the intersection of Vine and Franklin streets and the intersections of either Bow and Powell or Elm and Powell are viable for a lower speed limit sign or a 4-way stop sign. Sara made a motion to allow 4-way stop signs at Vine/Franklin and Elm/Bow. Shawn made a second. Motion passed 4-0. Frank will work with the Utility Department to set the signs.

Fire Department (Mike Martin – Fire Chief) – not in attendance

-Not in attendance

Clerk/Treasurer (Koren Gray)

-No news to report

Unfinished Business:

Ordinance 2021-13, Adoption of 2022 Budget was presented for its second reading. The total budget is \$895,227.00. Sara made a motion to adopt Ordinance 2021-13. Shawn made a second. Motion passed 4-0.

Board of Zoning Appeals –no members presented at this time. We will table for October 18.

There will not be any change in speed limits within the town limits. This matter is closed.

New Business:

Clerk/Treasurer, Koren Gray, presented an updated quote for the Key-Asset program. An asset inventory is one of the projects we as a Town need to update. The Clerk asked the Council to review.

No claims were signed at this meeting.

Adjournment: Sara made a motion to adjourn the meeting at 8:05 pm. Shawn made a second to the motion. Motion passed 4-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
Special Meeting
November 8, 2021
5:30 pm

The November 8, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 5:30 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council		
Sara Fairfield - Council		
Dave Williams - Council		

Bruce Burtner called the Special Meeting of the Thorntown Town Council to order at 5:30 pm., immediately followed by the Pledge of Allegiance.

This meeting was called to sign the amended letter of engagement with ICE Miller regarding the Bond and BAN. This amended engagement reflects the addition of legal work for the BAN for the Town of Thorntown wastewater project. Dave made a motion to accept the letter. Sara made a second. Motion passed 3-0. Two members of the Council were absent.

A copy of the letter of engagement is attached to the minutes.

Adjournment: Dave made a motion to adjourn the meeting at 5:32 pm. Motion passed 3-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

Date

Town of Thorntown
Town Council Meeting
November 15, 2021
7:00 pm

The November 15, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Noonung, Attorney	Mark Sullivan - Engineer
Sara Fairfield - Council	Angie Moody – Comm. Dev..	Monty Striegel - Contractor
Dave Williams - Council	Max Allen – Utility Board	Rick Jenkins – Midwestern Eng.
Shawn McClintock – Council	Gary Moody – Utility Supt.	Andy Ewald – Midwestern Eng.
Larry Truitt – Council - absent	Dax Norton – MS Consultants	4 citizens
Koren Gray – Clerk/Treasurer		

Approval of Minutes:

Shawn made a motion to accept the October 18, 2021, October 25, 2021, and November 8, 2021 minutes. Dave made a second. Motion passed 5-0.

Guests:

Mark Sullivan, Midwestern Engineering, was present to discuss any questions regarding the wastewater project. Larry made a motion to allow Bruce to sign the contract documents for the Town of Thorntown. Shawn made a second. Motion passed 5-0.

Comments/Concerns:

Tony Richardson, owner of property in town, is requesting an alley between 710 and 712 W. Main St. be deemed a private drive. The Council will check with the police and fire departments to see if there could be any potential issues in this matter. Mr. Richardson was given a petition to complete and return.

Reports:

Utility (Gary Moody) 3rd Monday)

Gary reported the stop signs at Elm and Bow streets, and Vine and Franklin streets will be installed this week.

Community Development (Angie Moody)

- Angie reported that Hopper Excavating is working on the Town Hall drains
- CCG 2021 is completed. We should receive one more invoice for the project.
- We are following up on the renaming of Market St. on the west side of the trail to Market Lane. An ordinance will be needed so we can get this street added into our road inventory.
- Reported of vandalism at the park; restrooms have been closed for the season.

-

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi) 3rd Monday)

- The Park Board submitted minutes from September 27
- Another quote is being pursued for repair on the fence damage
- The Council noted that the Park Board should be vigilant in reporting vandalism to the Police

Department

Advisory Planning Commission (Don Gray, President, Erik Smith, Shawn McClintock, Melanie Gall, Angie Moody, Ben Strong)

-Shawn reported the APC and BZA had a guest speaker at their November 8th, meeting, who provided guidance on several items. She provided *Knowing your ABC's*, which also provided to the Council during this meeting. Good info was brought to the table at the APC meeting.

-Ben and Erik's term on the APC will conclude December 31, 2021. Shawn will check with them to see if they would like to remain a part of the Commission.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield)

- Nothing to report

Police Department (Frank Clark) – Call report sent via email.

- Frank sent via email a report showing how many calls have been made each month during 2021.

Fire Department (Mike Martin – Fire Chief) – not in attendance

- Not in attendance

Clerk/Treasurer (Koren Gray)

-The CT advised she has received the 1782 Notice for Budget Year 2022. If there are no changes to be made, Koren will sign the 1782 Notice and return to the DLGF.

-The CT explained the BAN and SRF loan to the Council. In the near future we will need to create a few new funds to satisfy the terms of the loan paperwork.

- Koren has learned there is a website called GrantWatch where several grant opportunities can be found. Dax advised that MS Consultants is a member of the site and they can offer these services to us.

Unfinished Business:

T.M. Wells Valuation Services provided a quote for the SBOA required asset inventory of \$17,750. This is an increase of \$5,000 since the last quote in February 2020. The Council would like to know if this price is negotiable and/or what we can do to reduce the cost. Koren will discuss with Tim Wells.

Dax Norton, MS Consultants, was present for any questions regarding his consulting proposal. There were no further questions. Sara made a motion to accept Dax's proposal of \$3,000 per month plus reasonable expenses for out-of-pocket costs not to exceed \$36,000 annually. The full scope of the contractual obligations is on file in the Clerk's office. Shawn made a second. Motion passed 5-0.

New Business:

The 2022 Salary Ordinance #2021-16 was read by Sara. There was discussion regarding paying an outside Building Inspector to inspect the Thorntown Building Inspector's work as he (Jerry Seymour) is also a contractor. This is a matter that will need further discussion. Sara made a motion to suspend the rules for a 2nd reading. Shawn made a second. Motion passed 5-0. Dave made a motion to accept Salary Ordinance 2021-16. Sara made a second. Motion passed 5-0.


The Electric Rate Ordinance #2021-15 was read by Bruce. Bruce announced there will be a Public Hearing December 6, 2021, at 7:00 pm, at the Thorntown Town Hall. Proper notice will be published.


The Council received a letter from the Lanpher's acknowledging the pledge from the Town to pay \$200 per acre for the 9.623 acres the Town purchased for the wastewater lagoon. Sara made a motion to go ahead and pay the Lanpher's. Larry made a second. Motion passed 5-0. The Council instructed the CT to proceed with the payment.

Claims were signed at this meeting.

Adjournment:

Sara made a motion to adjourn the meeting at 8:38 pm. Larry made a second to the motion. Motion passed 5-0.


~~Bruce Burtner~~ Sara Fairfield
Council President -Vice P.


Koren Gray
Clerk-Treasurer

12-6-2021
Date

Town of Thorntown
Town Council Meeting
December 6, 2021
7:00 pm

The December 6, 2021, meeting of the Council of the Town of Thorntown was called to order by Council Vice President, Sara Fairfield, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council - absent	Amy Nooning, Attorney	Tony Richardson
Sara Fairfield - Council	Angie Moody – Comm. Dev. - Zoom	
Dave Williams - Council	Dax Norton – MS Consultants	
Shawn McClintock – Council	Frank Clark – Marshal	
Larry Truitt – Council - absent	Robby Viergutz - Deputy	
Koren Gray – Clerk/Treasurer	Don Gray - APC	

Approval of Minutes:

Dave made a motion to accept the minutes of the November 15, 2021, meeting. Larry made a second. Motion passed 4-0.

Sara Fairfield opened the Public Hearing for Electric Utility rates at 7:02 pm. The hearing is being postponed until December 20, 2021, 7:00 pm at the Town Hall. The Public Hearing was closed at 7:03 pm.

Guests:

Tony Richardson was present to request the alley between 710 and 712 W. Main St. be vacated due to vehicles going too fast in the alley and the alley is not well maintained by the town. Mr. Richardson is asking for the alley to be a private alley for the 4 residents that surround the alley. Town Attorney, Amy Nooning, advised we would need a public hearing on the matter.

Comments/Concerns:

Nothing brought to the table.

Reports:

Utility (Gary Moody) 3rd Monday)

Community Development (Angie Moody)

- Angie reported the CCG 2021 is in the closing process
- A complaint regarding removal of survey markers during the CCG project was received. The markers have been replaced.
- Angie has been working on the Market Street renaming project.

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi) 3rd Monday)

- Angie Moody reported on behalf of the Park Board, the next Park Board meeting will be December 27.
- Park Board is still working on fence project pricing.

Advisory Planning Commission (Don Gray, President, Erick Smith, Shawn McClintock, Melanie Gall, Angie Moody, Ben Strong)

- Don Gray reported that APC and BZA packets are being prepared.
- Charlie Edwards is inquiring to the possibility of splitting property at the corner of Bow and Front Streets. Both properties must meet the 40% rule. Charlie is getting the property surveyed. Amy Nooning will contact the title company to see what all they need.
- Re-zone for the former Hoover Garage is still on the agenda.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield)

- Nothing to report

Police Department (Frank Clark) – Call report sent via email.

- The new Tahoe is in and in the process of being dressed with police equipment.
- The department is patrolling the lagoon area
- An address on Plum St. has been issued an abatement notice due to salvage on the property

Fire Department (Mike Martin – Fire Chief) – not in attendance

- Not in attendance

Clerk/Treasurer (Koren Gray)

- The CT reported that Tim Wells is very willing to work with the Town on the cost of the asset inventory. There are things we can do and possibly the asset management from the lagoon project with the help of Midwestern Engineering that could be incorporated into the inventory.
- We have received our reimbursement from OCRA on the land purchase of the 9 acres for the new lagoon
- The CT asked if we could get quotes for paint and carpet for the Town Hall. The Council agreed we could obtain quotes.
- Amy Nooning reported she has been in contact with the Boone County attorney. The Boone County Commissioners have submitted to the US Treasury \$2M on behalf of the Thorntown Wastewater project. When the County receives the funds the Commissioners will request the County Council to appropriate the additional \$500,000 for Thorntown.

Unfinished Business:

The Electric Rate Ordinance 2021-15 was tabled until December 20, 2021.

The amendments to the Employee Handbook were emailed to the Council. Shawn made a motion to accept the handbook changes for 2022. Dave made a second. Motion passed 4-0.

New Business:

The Clerk/Treasurer provided a copy of the Internal Control guidelines that have been created for approval. These guidelines have been sent to the SBOA as required. The Internal Control guidelines are a living document and can be updated as needed. Larry made a motion to approve the controls documentation. Dave made a motion to second. Motion passed 4-0.

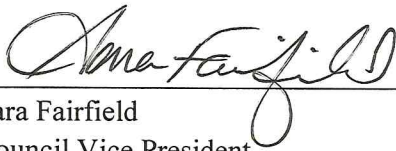
CDL licensing was on the agenda. Sara noted the Utility Superintendent has not obtained a CDL. Sara noted Bruce had some comments regarding this matter and suggested tabling for December 20, since he is absent.

The 2022 Salary Ordinance needs amending. The CT would like approval to show utility workers to be paid an hourly wage between \$19.00 and \$23.00 per hour. The Utility Board is comfortable with this. The Council is fine with making this change. The Utility Board President, Max Allen, has also asked the Clerk if the Utility Superintendent could be non-exempt, salaried and still receive overtime pay. Koren and Amy will make a teleconference with Sara Blevens, HR Attorney, and inquire. An amended salary ordinance will be presented December 20.

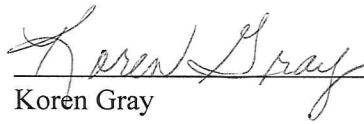
Ordinance 2021-17 to Rename a portion of Market St. to Market Lane was presented. There was concern regarding some spelling on the ordinance so the ordinance was tabled for December 20.

Adjournment:

Larry made a motion to adjourn the meeting at 7:40 pm. Shawn made a second to the motion. Motion passed 4-0.



Sara Fairfield
Council Vice President



Koren Gray
Clerk-Treasurer



Bruce Burtner
Council President



Date

Town of Thorntown
Town Council Meeting
December 20 2021
7:00 pm

The December 20, 2021, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Town Hall, 101 W. Main St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner – Council	Amy Nooning, Attorney	Gary Moody - Utility
Sara Fairfield - Council	Angie Moody – Comm. Dev.	Monty Striegel
Dave Williams - Council	Dax Norton – MS Consultants	Mark Sullivan
Shawn McClintock – Council	Frank Clark – Marshal	Max Allen – Utility Board
Larry Truitt – Council	Robby Viergutz - Deputy	Natalie Faudree
Koren Gray – Clerk/Treasurer	Don Gray - APC	Charlie & Debbie Smith

Election of Town Council officers for 2022 was the first item of business on the agenda. Shawn made a motion for Sara Fairfield to be Council President. Bruce made a second. Motion passed 5-0. Sara made a motion for Bruce Burtner to be Vice President for 2022. Shawn made a second. Motion passed 5-0.

The Public Hearing for the Electric Rate revision was opened at 7:05. The Council President entertained comments from the audience. With no comments the Public Hearing was closed at 7:06. Ordinance 2021-15 to amend the Electric rates was read for the second time. Sara made a motion to accept the ordinance. Shawn made a second. Motion passed 5-0.

Presentations/Guests:

Mark Sullivan, Midwestern Engineering, presented wastewater invoices. Striegel Design and Construction has submitted \$354,969.68, and Midwestern Engineering has submitted \$24,622.13. Larry made a motion to allow the claims. Dave made a second. Motion passed 5-0. Monty gave an update on the progress of the wastewater project.

Public Comments/Concerns:

Nothing brought to the table.

Reports:

Utility (Gary Moody) 3rd Monday)

The utilities need to install some electric at the wastewater lagoon.

Community Development (Angie Moody)

- Angie provided an updated bond for the monitoring wells
- A Certificate of Substantial Completion was submitted for signature regarding the Community Crossings project. We are still waiting for an invoice from Calumet.
- Map for Market Lane has been updated. Dispatch has been contacted and Indianapolis Post Office.
- Metronet will be coming to town to review their cable lines
- Live Christmas trees will be allowed to be taken to the burn pile

Park Board (Angie Bascom (President) Natalie Faudree (VP), Ali Hickman (Secretary), Lisa Vitaniemi) 3rd Monday)

-Natalie advised they have ordered mats to bring some areas up to code at the park.

-The Park Board has received 2 quotes for fence repair, one from Lowe's Custom Fencing, \$1975.00, and one from Superior Fence, \$1744.00. The Park Board will decide at their monthly meeting, December 27, which vendor they will go with.

-Little League contract draft has been prepared and presented to Amy and Sara Fairfield for review

Advisory Planning Commission (Don Gray, President, Erick Smith, Shawn McClintock, Melanie Gall, Angie Moody, Ben Strong)

-Don reported the Council needs to appoint a BZA member as Mr. Millholland cannot be a part of the Board. He does not live within the town limits.

-Regarding fees, the APC has decided that a pre-fab out building less than 200 square feet will only need to pay \$75.00. The property owner will need to provide proof of purchase and size.

-Charlie and Debbie Edwards were present regarding their request to split the property located at 225 E. Bow St. Zoning will not be changed. The APC will provide a letter advising the split is approved but each lot is unbuildable in the future and will be recorded as such.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield)

-Nothing to report

Police Department (Frank Clark) – Call report sent via email.

-Nothing to report

Fire Department (Mike Martin – Fire Chief) – not in attendance

-Not in attendance

Clerk/Treasurer (Koren Gray)

-The CT reported that the Indiana Dept. of Revenue will be conducting a customary audit January 3-4-5, 2022.

-An adjustment has been made to the Internal Controls regarding credit cards. The cards of the CT, Community Dev., and Park Maint. will be kept in the vault and be signed out when needed.

-Koren will be off the week between Christmas and New Year's

Consent Agenda:

- A. Consider approval of meeting minutes December 6, 2021
- B. Consider approval of claims
- C. Consider approval of the 2022 Town Holidays observed
- D. Consider the approval of the 2022 calendar of public meetings
- E. Consider approval and signature of nepotism forms

Sara made a motion to approve the minutes of December 6, 2021 with the correction that Larry Truitt was present. Larry made a second. Motion passed 5-0. Sara made a motion to approve B, C, D, E above. Shawn made a second. Motion passed 5-0.

Unfinished Business:

Ordinance 2021-19 Salary Ordinance was read to amend Community Development Director hours to 25 per week, show the Utility Superintendent wage at \$32.50 per hour, to correct the Utility Worker #2 and #2 wage to \$19.00 - \$23.00 per hour. Sara made a motion to suspend the rules for a second reading. Larry made a second. Motion passed 5-0. Sara made a motion to accept the amendments reflected in Ordinance 2021-19. Shawn made a second. Motion passed 5-0.

Ordinance 2021-17 was read renaming a portion of Market Street to Market Lane. Larry made a motion to suspend the rules of a second reading. Shawn made a second. Motion passed 5-0. Shawn made a motion to accept the Ordinance 2021-17. Dave made a second. Motion passed 5-0.

A Petition to Vacate a Public Way was submitted. This public way is located between 710 and 712 W. Main St. After Council discussion Sara made a motion to deny the petition. Dave made a second. Motion passed 5-0. A letter will be sent to the petitioner.

Discussion regarding the Smith building was tabled.

The Utility Board President has asked if the Utility Superintendent could be amended to an exempt position. The Council will deliberate.

New Business:

The Thorntown Municipal Utilities Budgets were presented. These budgets included water, wastewater and electric. Larry made a motion to accept the budget. Sara made a second. Motion passed 5-0.

The Council was provided copies of Ordinances 2012-1A and 2018-9 regarding the Purchasing Policy and the Credit Policy. Dax (the Town consultant) advised we have discussed internally these ordinances and the possibility of combining them into one Ordinance. The Council has been asked to review and we will revisit in January.

There was discussion regarding Professional Services of a Building Inspector to inspect construction provided by our employed Building Inspector. The Town employed Building Inspector cannot inspect his own work. This matter will be revisited in January.

The Legal Services Contract for the Town Attorney was presented. Sara made a motion to accept the contract. Shawn made a second. Motion passed 5-0.

Larry made a motion to approve the Certificate of Completion regarding CCG 2021. Dave made a second. Motion passed 5-0.

It was mentioned that IMPA had a workshop coming up January 12, 2022. The Council just wanted to let the Utility Dept. be aware of this opportunity.


Dax would like to hold a Council Retreat. This will be an open meeting to the public. This meeting would need to be posted 48 hours in advance of the meeting date. Not date decided at this time.

Angie gave each Council member an envelope. After opening, Council President, Bruce Burtner thanked Angie for her time as Community Development Director.

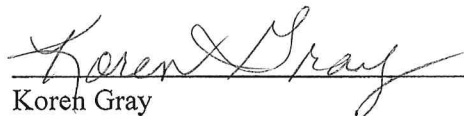
Claims were signed.

Adjournment:

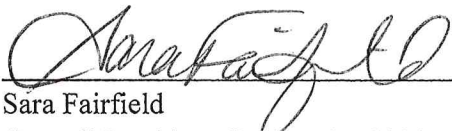
With no other business presented before the Council, Sara made a motion to adjourn the meeting at 9:08 pm. Larry made a second to the motion. Motion passed 5-0.



Bruce Burtner
Council President, December 20, 2021



Koren Gray
Clerk-Treasurer



Sara Fairfield
Council President, January 17, 2022

Jan 17, 2022
Date