

TOWN COUNCIL MEETING

JANUARY 13, 2020

The Town Council held its monthly meeting on Monday, January 13, 2020 at 6:00 p.m. at the Morgantown Fire Department, 269 Highland Street. The Council reviewed the Claims prior to the meeting.

The meeting began with the Pledge of Allegiance led by Council member, Ashlyn DeWitt. The Clerk Treasurer noted Council members; Penny Anderson, Ashlyn DeWitt and Greg Randolph were present. Absent was Council member, Walter Abbott and Council member, Courtney Allen came in later into the meeting. Also present were; Town Marshall, Ryan Swank, DPW, Jeff Downey, Attorney, Lee Robbins and Clerk Treasurer, Sharon McIntosh.

Attorney, Lee Robbins reminded the Council that as the first meeting of this New Year the Council needed to elect a President. It was decided to wait until Courtney Allen was present as there were only 3 members present. Current President, Penny Anderson conducted the meeting.

Resident, Amber Harden, at 50 E Sycamore Street requested a Waste Water adjustment of \$63.31 due to an outside water leak. Greg Randolph made a motion to approve the WW adjustment request of \$63.31. Penny Anderson seconded the motion. All members voted in favor of the motion.

Greg Randolph made a motion to approve the minutes dated December 9th and December 27th. Ashlyn DeWitt seconded the motion. All members voted in favor of the motion.

Last month the Council asked the outstanding balance concerning the debt of Waste Water Fund owes the General Fund. The Clerk Treasurer reported the outstanding balance is \$83,136.00. This payment began a year ago and the debt will be completely paid to General Fund by April 2022.

The Town borrowed money from the Water Fund to help the Waste Water Fund in 2018. This debt must be paid back within the next 5 years. The Town has begun paying the debt back to the Water Reserve Fund. The monthly payment from Waste Water Fund to the Water Reserve Fund is \$1041.67.

The Clerk Treasurer reported the Town had received the Property Tax income from the Fall Instalment. The total amount received was \$96,486.87. The money was split between the following; CCD, 5,094.62, CCD License Excise, \$587.49, Corporation General, \$72,740.96, General, License Excise Tax, \$10,275.03, MVH Fund, \$6,602.62, and MVH License Excise, \$761.39.

The Clerk Treasurer reported the Financials to the Council members. The General Fund balance is \$416,758.28, the MVH balance is \$54,846.82, the Economic Development Fund or Co-Edit balance is \$176,629.98. Total for all the Funds within the General Fund is \$861,375.58. Last year's 2019 ending balance for all General Fund balances was \$682,197.15. This is an increase of \$179,178.43 in the General Fund. The Water Operating balance is \$82,021.06, the Waste Water Operating balance is; \$39,268.88 and the Storm Water Operating balance is; \$17,167.27.

Greg Randolph made a motion to approve the Docket totaling dated January 13, 2020. Ashlyn DeWitt seconded the motion. All members voted in favor of the motion.

Greg Randolph made a motion to approve the December 2019 Payroll. Ashlyn DeWitt seconded the motion. All members voted in favor of the motion.

The Clerk Treasurer has transferred money from one appropriation to another to bring the negative balances to zero. Greg Randolph made a motion to approve the transfers made. Penny Anderson seconded the motion. All members voted in favor of the motion.

DPW Manager, Jeff Downey provided a report to the Council concerning his department. New lights were installed in the downtown street lamps. Everyone liked the brighter lights. Jeff explained that the old bulbs were expensive and the ones that were used were very reasonable in cost. The Contract was approved for a new Salt Barn to be built. The contractor will begin work soon as materials have been ordered. The old Dump Truck is ready to be sold. Lee explained the truck must be advertised and since the value the Town is asking is over \$1,000.00 the requirement is the bids must be sealed and they usually are opened at a meeting. This is to make sure the bids are sealed and opened together and this protects the person opening the bids. As long as there is a set time for the bids, the bids are sealed and opened on the date and time in the advertisement. The publication must be made at least 15 days before the date of the sale. It was decided the bids would be opened at the Monday, February 10, 2020.

Greg Randolph made a motion for Jeff Downey and Jesse Jones to attend the Indiana Alliance Conference at French Lick March 17th, 18th, and 19th. Penny Anderson seconded the motion. All members voted in favor of the motion.

Jeff Downey explained sometime in the past there was an Ordinance that stated the Town Marshall was the only official that could close the streets. Jeff felt he should be able to close the streets. Lee Robbins looked back through the Ordinances and he did not see one that addressed or stated that idea.

Greg Randolph stated everyone should use common sense when it comes to signs being left up after snow removal. The workers are tired and sometimes the signs will be forgotten until the next day.

There was discussion about the Vehicle tax that Jeff Downey and Jesse Jones pay out of their check for taking the Town's vehicle home and using it to drive back and forth to work. A Federal IRS Tax Law states an employee is charged \$3.00 a day for each day they use the vehicle. The amount is not deducted from their paycheck but the employee will pay withholding taxes on the total number of days the vehicle was driven to and from work during the work week. If an employee is allowed to use the vehicle for personal use the employees should be paying mileage tax. There is no distance exception. It is the fact the employee is using the Town's vehicle and not their own.

Greg Randolph explained the State wants to buy property by the 135 Lift Station. Greg is having them mark the coroners. The sale for the property would be \$4,600.00. This sale will be presented at the next meeting.

Greg explained the State is going to build a 2 lane temporary bridge across and then they are going to repair the old bridge.

Jeff explained there will be a meeting with Curry & Associates at Lee's office on January 21st to discuss easements for the Waste Water project.

Greg Randolph made a motion to approve the year end utility write offs of \$144.39. Penny Anderson seconded the motion. All members voted in favor of the motion.

It was discussed that possible a button could be placed on the Town's website so a customer could pay their bill more easily. Right now the site requires a customer to go through several steps to pay their utility bill. Daniel Elliott created the program and he will have to code this onto the website and it will cost the Town between \$200.00 to \$500.00 dollars. Greg Randolph felt if you want to have people to pay on line the website should be easier to use. Greg Randolph made a motion to approve adding a button to the website to pay the utility bill. Ashlyn DeWitt seconded the motion. All members voted in favor of the motion.

Next week Chad White will be in to install external hard drives to Town Hall computers.

Town Marshall, Ryan Swank gave an update about concerns with outside agencies specifically the Sheriff's office and the Prosecutor's office. The Police Department is back on line with the protocol for any major crimes or investigations. Today was John Bise's first day at the Police Academy and he had called in to say he had made it through his first day. His last day at the Academy is April 24th. Ryan explained one item that was not covered as far as cost was firearm training ammo. John is required to bring 750 rounds of pistol ammunition, 300 rounds of duty ammo they carry and of 10 rounds of certain types of shot gun ammunition for this training. The quote for the ammunition is \$463.73. Greg Randolph made a motion to approve the purchase of the ammunition. Ashlyn DeWitt seconded the motion. All members voted in favor of the motion.

Ryan explained shot gun ammo was ordered last year but is on back ordered for a cost of \$358.50. Ryan would still like to purchase this when it arrives. The funds were not encumbered from last year. The Clerk Treasurer does not use Purchase Orders so there was no way she was aware that the merchandised ordered was not received. Courtney Allen made a motion to approve purchasing the shot gun ammo when it arrives for \$358.50. Greg Randolph seconded the motion. All members voted in favor of the motion.

Ryan asked the Council for approval for overtime for himself and Jeff Connors. With John Bise gone to the Academy and the former Marshall retired the Police Department is not able to meet coverage for the Town. Ryan asked for a trail period over the next month which might include overtime of 8 hours each pay period. The Clerk Treasurer explained there is money in the budget under Third Deputy as the Town no longer has a third deputy. . This will be revisited again at the February meeting. Greg Randolph made a motion to approve the overtime request. Penny Anderson seconded the motion. All members voted in favor of the motion. Ryan reported one of the Reserves is leaving the Town for employment at the Martinsville Sheriff's Department.

Police

Ryan asked the Council to approve paying Neil Bauman \$4,364.05 for parts needed to repair the Durango that was damaged when the vehicle hit a deer. The insurance money has been received by the Town for a total of \$7,457.77. This will leave a balance left to pay for the labor cost to Neil Bauman when the vehicle has been repaired plus decals and to repair the damage to vehicle equipment. Ryan asked also for the approval to have DG Graphics to install decals on the repaired vehicle as well as \$300.00 to repair damaged equipment from the accident. Greg Randolph made a motion to approve paying Neil Bauman for the parts to repair the Durango.

All members voted in favor of the motion. Greg Randolph made a motion to approve up to \$150.00 for the decal replacement and up to \$700.00 on the equipment. Courtney Allen seconded the motion. All members voted in favor of the motion.

Hand gun permits have not been done by the Town for several years. It is nothing more than a background check. This fee money has been going to the Sheriff's department that could belong to the Town. The gun permit fee would go into the Police Department's LECE Fund. Greg Randolph made a motion to approve the Police Department doing hand gun permits and adding the link to the Town's website. Penny Anderson seconded the motion. All members voted in favor of the motion.

A Grant was submitted to the Indiana Railroad and approved to receive funds to purchase an AED through Bolt to the Heart.

The new Police Durango is in. Ryan asked for approval to spend \$350.00 to DG Graphics to install decals on the new vehicle. Courtney Allen made the motion to approve purchasing the decals. Penny Anderson seconded the motion. All members voted in favor of the motion.

When the new Durango arrived it was realized there is no radar equipment in the vehicle. Ryan wanted the Council to be aware of this because he will be asking possible next month for up to \$2,000.00 for the radar equipment to be purchased and installed. Penny Anderson made a motion to approve the purchase and installation of the radar equipment in the new vehicle for a not to exceed amount of \$2,000.00. Greg Randolph seconded the motion. All members voted in favor the motion.

Ryan wanted the Council to be aware that he received a bill from Verizon for the GPS systems the Town does not have. Ryan located a contract signed by Jeff Connors several years ago and the notes from Jeff Deckard saying the contract was met with dates he had called into Verizon trying to settle the matter. There was also a note that Deckard had asked Ryan to remove the equipment from the vehicles. When Ryan spoke to Verizon on the phone asking them why the Police Department was still getting billed, Verizon customer service said there was no cancellation on that policy. Ryan was able to find out Verizon believes the Town owes a total of \$3, 845.25. Lee stated he didn't see in the contract where it automatically renews and the 3 years is up. There have been several correspondences between the Town and Verizon and yet they keep sending a bill. If they were serious about collecting the company would be trying to collect but they are not. Lee is sending them a letter saying the Town disputes any amount that is owed and refers back to a date we believe the contact was terminated. The Clerk Treasurer explained this happened a long time ago and after the contact expired the Town did not renew

it. The company continued to send the invoice. Several attempts were made to bring this to their attention but it almost became a joke because the monthly invoice continued to come.

Courtney Allen reported to the Council she had spoken to the Deputy Prosecutor and she stated the Office had always had a good working relationship with Ryan Swank and believed that to be true as he serves as interim Town Marshall.

Courtney Allen met with RQAW which is an engineering firm. The company had reached out through Daniel Elliot to see what the needs of the Town were so Courtney met with them last week to discuss ideas for different projects the Town was interested in doing. The Firm is going to discuss how they might help the Town meet their needs in future projects.

Election for Town Council President was held. Greg Randolph nominated Penny Anderson for President. Courtney Allen seconded the motion. All members voted in favor of the motion. Penny Anderson obtained.

Ordinance 2019-10 was presented to the Council as an amendment for the 2020 Salary Ordinance adopted December of last year. There were changes due to not having a third deputy and making some corrections as the salary and titles were not correct. Greg Randolph made a motion to adopt the amended Ordinance 2019-10 on 1st reading to amend the 2020 Salary Ordinance. Courtney Allen seconded the motion. All members voted in favor of the motion. Greg Randolph made a motion to suspend the rules and adopt on second and final reading. Ashlyn DeWitt seconded the motion. All members voted in favor of the motion.

Ordinance 2020-1 was presented to the Council which would increase the fee for new service connection which would go from \$300.00 to \$1,675.00. The Ordinance would also increase the Security Deposit required for each Utility from \$75.00 to \$100.00. Greg Randolph made a motion to adopt Ordinance 2020-1. Penny Anderson seconded the motion. All members voted in favor of the motion. Lee explained a Public Hearing will be held at the next Council meeting on February 10th to meet the requirements for changing the fees. The final reading of the Ordinance will be held at that time.

Ordinance 2020-2 was presented to the Council which is an Ordinance authorizing compensation of Bonuses for Town employees. Bonuses were given in December of 2019 and this Ordinance authorizes this. Greg Randolph made a motion to adopt Ordinance 2020-1 on 1st reading. Ashlyn DeWitt seconded the motion. All members voted in favor of the motion. Greg Randolph made a motion to suspend the rules and adopt on second and final reading. Penny Anderson seconded the motion. All members voted in favor of the motion.

Lee presented Curry's Contact for the Waste Water project for Council President, Penny Anderson to sign.

Public Comment

Jewel Blevins suggested the Council might consider creating a Park Board to work on Park Improvements. The Town had a Park Board many years ago. Jewel spoke about a scooter ramp at the Park on Sycamore Street. Lee explained sometimes it is hard for a Town this size to fill all the other committees the Town has. Right now the Town Council would be considered the Park Board.

Lee Robbins explained there is money to be spent on different projects and the Council needs to figure this out. Lee suggested asking Janet Alexander who was the former Clerk Treasurer for Franklin for many years, to come and talk to the Council about the money the Town has and how the money can be used to meet these goals. The Clerk Treasurer reported in this meeting the Town has increased its balance over the course of this year and there is money to spend on needed projects such as a Town Hall and DPW garage. Lee explained it does the Town no good to keep increasing the balances year after year when the Town has needs.

The meeting was adjourned by the President.

TOWN COUNCIL MINUTES, APPROVED FEBRUARY 10, 2020

Sharon McIntosh

ATTEST: CLERK TREASURER

SHARON MCINTOSH

Penny Anderson

TOWN COUNCIL PRESIDENT, PENNY ANDERSON

Walter Abbott

WALTER ABBOTT

Courtney Allen

COURTNEY ALLEN

Greg Randolph

GREG RANDOLPH

Ashlyn DeWitt

ASHLYN DEWITT