

**TOWN OF MORGANTOW SPECIAL MEETING  
HELD JULY 27, 2023**

The Town Council held a special meeting on July 27, 2023 at 6:00 p.m. Council members present were; Walter Abbott, Penny Anderson, Jeremy Baker, Joe Blevins and Council President, Courtney Allen. Also, present were; Town Attorney, Lee Robbins, Town Marshal, Ryan Swank and Clerk Treasurer, Sharon McIntosh.

Resolution #2023-6, "A Resolution Establishing Policy by Which Members of the Morgantown, Indiana Town Council, May Participate in Meetings by Electronic Means of Communication" was presented to the Council for approval. Town Attorney, Le Robbins explained the policies and rules the Council must abide by when a Council member is participating in a meeting by any electronic means of communication. Council member, Joe Blevins made a motion to adopt Resolution 2023-6. The motion was seconded by Council member, Jeremy Baker. All members voted in favor of the motion.

Curry & Associates requested the Council's consideration of the following items brought before the Council. Council member, Joe Blevins made a motion to approve payment of Lykins Pay Application #24 for \$22,416.23 which is the Final payment to Lykins. This shall be paid from SRF Funds.

Final Certificate of Substantial Completion date of June 30, 2023 to establish the completion and start of warranty. This covers the roadway repair along Mulberry Street, Park Street and all road repair and restoration south of Washington Street. These items had been excluded from the original Certificate of substantial Completion dated 12/30/2022.

The Asset Management Plan Certification includes an inventory of Waste Water Assets projected for the next 20 years. The Town's Financial Advisor, Steve Brock will complete the financial portion of the AMP. This Plan is a requirement of the SRF when closing out the project. Council member, Joe Blevins made a motion to approve the Plan and authorize Council President, Courtney Allen to sign the document. Council member, Walter Abbott seconded the motion. All members voted in favor of the motion.

At a previous Executive Session, the Council had discussed overtime pay for weekends when the DPW come into do the daily labs. The Council felt the DPW should actually work 40 before receiving overtime. According to the Time Sheets a great deal of the time the DPW does not

work 40 hours and uses Comp time or other benefit time and still receives overtime pay for the weekend call outs. The DPW would still receive over time pay for snow removal, or after-hours water leaks. With the addition of a 3<sup>rd</sup> employee to the DPW Department the Council felt they must be more diligent in this area. Council member, Jeremy Baker made a motion to stop paying overtime for the weekend call outs to do the labs. The motion was seconded by Council President, Courtney Allen. All members voted in favor of the motion.

There was discussion about the DPW using a schedule to track their daily work and its completion. Council member, Joe Blevins said he would work on a schedule for the DPW. The Council stated the DPW should be turning in weekly logs to the Council President and Courtney Allen said she has never received any log. The Council does not know what the DPW does but it seems they need to be more accountable for their hours. Council member, Penny Anderson said she knew that the Council felt she favors the DPW but she feels they work hard and are very busy. She also said the Police Department are seen sitting in their vehicles. Council member, Joe Blevins felt this was part of the police's job to watch and protect the Town.

The Council went over the 2024 budget request from the DPW and one of those requests was to have a total of 4 people working in the DPW Department in 2024. Council President, Courtney Allen did not think the DPW needed 4 employees. She was not even sure they needed 3 employees. The Council did not vote to approve this request.

The Council discussed the request for a new mower to replace the Dixie Mower. DPW feels the mower needs to be replaced.

Also, discussed was the need for a new salt spreader for the DPW. Joe Blevins stated the current salt spreader is in bad shape and does need replaced.

The Council decided to review the DPW 2024 budget requests at the next Council meeting on August 14, 2023 when Manager, Kyle Rooks would be in attendance.

Council member, Penny Anderson made a motion to reimburse Joe Blevins for the credit card purchase at Lowes for \$447.23 for a new window for Town Hall. Council member, Jeremy Baker seconded the motion. All members voted in favor of the motion.

The Town's updated website is ready but before it can be live an SSL Certificate must be purchased through GoDaddy. This certificate would secure the website, remove the encrypted material on Chrome, as well as provide the management of the website. Council member, Walter Abbott made a motion to purchase the SSL Certification through GoDaddy for \$239.98

for 2 years. Council member, Penny Anderson seconded the motion. All members voted in favor of the motion.

The Clerk Treasurer presented to the Council a request to approve an 80-hour contract with Intelli-Leap to do website uploads and other maintenance work. The Clerk Treasurer explained she does not have the extra time to spend on keeping the website current at this time. The contract would cover creating new pages, deletion of pages, adding pictures, and training for the Deputy Clerk in the future if needed and would be most helpful right now. The Clerk Treasurer explained she had spoken to Laura Elliott and the hours could be carried over until next year until the hours are used up. The cost of the Contract for 80 hours would be \$2,240.00 which would average \$28.00 an hour for the work that Intelli-Leap would perform. After the contract expired the work would cost \$45.00 an hour for content editing and \$90.00 for development and system configuration after the 80 has been complete. As long as the Council used the maintenance contract for work completed on the website the cost would be \$28.00 an hour. Council member Penny Anderson stated she was voted in as a Council member to save the Town money. She was against approving the contract. President Courtney Allen felt the contract needed to be clearer about carrying over the hours. Courtney also questioned the 15 minutes increments with a 1 hour minimum per task. The Clerk Treasurer said she would contact Laura Elliott about the Council's concerns.

There was discussion about the Sycamore Street property and the need to have the property surveyed. Council member, Joe Blevins had looked on line for the 1990 survey completed on the property by Mr. McCracken. Joe also had called another surveyor which did not work out. There are currently some surveyor markers located on the property line but one homeowner removed the markers next to his property. Attorney Lee Robbins said he knew Michael Huter with Recommended Land Surveying Inc. and he would reach out to him to see if he could possibly help the Town. Lee said he would report back to the Council at the next meeting.

Town Marshal, Ryan Swank asked the Council for approval to hire Jared Smith as a parttime deputy as well as the Code Enforcement Officer for the Town. Jared has 15 years law enforcement experience and he would have to attend the Police Academy. Council member, Joe Blevins made a motion to hire Jared Smith as a parttime police officer for the Town as well as the Code Enforcement Officer for the Town. Council member, Penny Anderson seconded the motion. All members voted in favor of the motion. Town Marshal, Ryan Swank explained that the 604 hours left budgeted for the last parttime deputy could be forwarded on to take care of the budget for this position.

Council member, Joe Blevins attended a Park meeting and helped the members prepare a Memorandum of Understanding between the Morgantown Town Council and the Morgantown Park Board. Joe Blevins will be the principal contact as a representative of the Morgantown Town Council per the Memorandum. Joe Blevins explained there has been some drainage issues under a corner of the surround. He also spoke about the park grounds being uneven and great deal of work needs to be completed. There was discussion about the Grant that the Town believed they had applied for through DNR with the assistance of Rural Enhancement. Council member, Penny Anderson said she would contact Rural Enhancement to see if they had applied for the Grant for the Town. Council President, Courtney Allen asked the Clerk Treasurer to see if we could get a meeting together with Curry, the Park Board and the Town Council to discuss the park drainage and park design. Joe Blevins has completed the grant application through Morgan County Community Foundation for the reimbursement of the benches which were purchased for the basketball court and the Town Park.

There were no public comments.

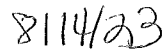
The meeting was adjourned by the Council President.

Council Meeting Minutes for July 27, 2023 signed August 14, 2023

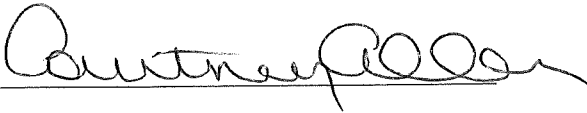
ATTEST:



CLERK TREASURER, SHARON MCINTOSH



Dated



Town Council President, Courtney Allen