

**MORGANTOWN TOWN COUNCIL MEETING
HELD MAY 13, 2024**

Call to Order

Council President, Joe Blevins called the meeting to order at 6:00 p.m. at the Morgantown Fire Station. The Pledge was led by Council member, Penny Anderson.

Council members present were; Courtney Allen, Penny Anderson, David Johnson and Council President, Joe Blevins. Absent was; Jeremy Baker. Also present were Town Marshal, Ryan Swank, DPW, Kyle Rooks, Town Attorney, Lee Robbins and Clerk Treasurer, Sharon McIntosh.

Howard Paving

Council member, Penny Anderson made a motion to approve Pay Application #2 to Howard Asphalt for \$148,958.96 with retainage of \$7,839.94. The motion was seconded by Council member, David Johnson. All members voted in favor of the motion. Motion passed 4-0.

Council member, David Johnson made a motion to approve Pay Application #3 for \$14,107.50 with retainage of \$742.50 being held. Council member, Penny Anderson seconded the motion. The Motion passed 4-0.

The Change Order #1 was a reduction of \$17,873.00 to the overall paving project, reducing the project total from \$245,071.90 to \$227,198.90. Council member, Penny Anderson made a motion to approve Change Order #1. Council member, David Johnson seconded the motion. The motion passed 4-0.

Hiring Justin Hawley

Council member, Penny Anderson made a motion to approve the hiring of Justin Hawley as the new Certified Water Operator. The motion was seconded by Council member, David Johnson. All members voted in favor of the motion. The motion passed 4-0.

Meters that Cannot be Accessed.

There was a discussion about customers whose meters are behind a fence or in a basement. It was determined that Kyle Rooks would speak to the home owners about moving the meters where they can be accessed by the DPW. If this option does not work then the Town will send out a more formal letter by the Town Attorney.

Mowing fees

A discussion was held on the topic of what the Town should charge for a mowing fee when homeowners do not mow their grass even after receiving a Town Ordinance Violation. It was determined to charge \$75.00 an hour per person mowing grass. A lien will be placed on the property for the amount of the mowing charge.

Property Liens

The amount charged by Morgan County to put a lien on a homeowner property was discussed by the Council and Clerk Treasurer. The Clerk Treasurer wants to make sure that the Town is receiving something for the time involved for placing a lien. Right now, the lien holder is responsible for all service fees. The Clerk Treasurer is not going to charge a fee at this time for time involved for placing a lien.

Animal Ordinance 2024-2

An Animal Ordinance 2024-2 was brought before the Council. There was a discussion with one Council member requesting a change to the Ordinance. The Ordinance did have a 1st reading. Council member, Penny Anderson made a motion to approve the Ordinance on 1st reading. This was seconded by Council member, Courtney Allen. The Ordinance will be revised and approved at second reading at the June 10, 2024 Town Council meeting.

Job Descriptions

The Clerk Treasurer is working to update the Internal Controls Standards for the Town and asked for approval of two Job Descriptions to be review by the Council. The Council was fine with the DPW Laborer Job Description. Council member, Courtney Allen made a motion to approve the Laborer Job Description. Council President, Joe Blevins had a few items he thought should be removed from the DPW Manager Job Description. It will be revised and be brought before the next meeting in June.

Changes to Personnel Policy

Town Marshal, Ryan Swank made a request to the Council last month to revise the Personnel Policy Several suggestions were presented and the Council members approved the changes to the Personnel Policy. Council member, Penny Anderson made a motion to approve the revisions to the Personnel Policy. Council member, Courtney Allen seconded the motion. All members voted in favor of the motion. The motion passed 4-0.

Appraisals of Community Center

The Town is still waiting on the second appraisal for the Community Center. The first appraisal was \$205,000.00 by Figg Appraisers. The Town cannot move forward until the second appraisal is received.

The Clerk Treasurer felt the Town should borrow all the money for the project to purchase the Community Center for a Town Hall. She sighted several reasons; money is hard to save and the Town is interested in Grants for the Park, updating the downtown when INDOT works on the project on Washington Street. The Town will have to hire an architect as well One Council member felt the Town should pay for the building outright. Discussion will be held at the June 10th Town Council meeting about how the Council wants to move forward.

Appointment to Park Board

Bradly Cooper was appointed to the Park Board replacing, Tammy Snyder. Council member, Courtney Allen made a motion to approve the appointment of Bradley Cooper to the Park Board. Council member, David Johnson seconded the motion. All members voted in favor of the motion. The motion passed 4-0

Fire Territory Board

Council member, Courtney Allen said she would like to serve on the Morgantown Fire Territory Board. President, Joe Blevins explained that the Town would appoint two of the 5 members of the board. Joe Blevins said the other appointment could be someone who is not on the Town Council. Council member, David Johnson made a motion to appoint Courtney Alen to the Fire Territory Board. Council President, Joe Blevins seconded the motion. All members voted in favor of the motion. Motion passed 4-0.

Financials

Council member, Penny Anderson made a motion to approve the minutes dated May 10, 2024. Council member, David Johnson seconded the motion. All members voted in favor of the motion. The motion passed 4-0.

Council member, David Johnson made a motion to approve the minutes from the April 18th meeting. Council member, Penny Anderson seconded the motion. All members favor of the motion. The m motion passed 4-0.

A motion was made by Council member, Courtney Allen to approve Claims dated May 13, 2024 totaling \$201,815.37. Council member, David Johnson seconded the motion. All members voted in favor of the motion. The motion passed 4-0.

Council member, Courtney Allen made a motion to approve the April 2024 payroll. Council member, David Johnson seconded the motion. The motion passed 4-0.

There was no Bank Rec to approve at the meeting.

Adjustment

Council member, David Johnson made a motion to approve the request by Don Poynter for a wastewater adjustment of \$76.26. Council member, Courtney Allen seconded the motion. The motion passed 4-0.

Police Department

Marshal, Ryan Swank said he nothing to report at this time.

DPW

Kyle Rooks asked permission to spend up to \$1,000.00 on new signs and posts. Council member, David Johnson made a motion to approve spending up to \$1,000.00 for signs and posts. Council member, Courtney Allen seconded the motion. The motion passed 4-0.

Town Attorney

Lee spoke to the Council about a new House Bill approved by the General Assembly concerning Public Comments at Council minutes. The Town has no Ordinance in place to address Public Comments. Council President, Joe Blevins asked the Town Attorney to get something together to present at the next meeting.

Park

The Park committee along with the Little League is planning a Family Day at the Park. Jew Blevins explained the Park Board has applied for two Grants. The restrooms need to be ADA. The Board is looking at purchasing Picnic tables, water fountains, cameras and Xfinity internet as the park. The Board is also looking

Public Comments


Sycamore Street Park land is not going to be sold. Items that are on Town property must be removed by June 1st or further action will be taken. The Town wants to put up post with a chain to define Town property.

MAY 13, 2024 MEETING MINUTES APPROVED & SIGNED JUNE 10, 2024

Sharon McIntosh DATE 6/10/24

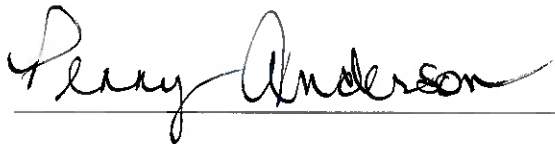
ATTEST: CLERK TREASURER

SHARON MCINTOSH



TOWN COUNCIL PRESIDENT, JOE BLEVINS

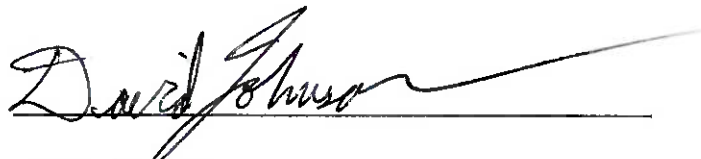
COURTNEY ALLEN



PENNY ANDERSON



JEREMY BAKER



DAVID JOHNSON