

Town of Thorntown
Town Council Meeting
February 18, 2019

The Thorntown Council met on February 18, 2019, 7:00pm at the Town Hall. The meeting was called to order by Council President Koren Gray, followed by the Pledge of Allegiance.

Present were council members Koren Gray, Mark Garing, Carol Keith, Dave Williams, Bruce Burtner, Clerk-Treasurer Mikada Davis, Community Development Director Angie Moody, Utility Superintendent Gary Moody, Town Marshall Frank Clark, and Deputy Marshall Derek Babcock.

Five members of the community were present.

Approval of Minutes for February 4, 2019

Carol made the motion to pass the minutes of February 4, 2019. Bruce second the motion. Motion passed 5:0.

Huck Lewis & Dax Norton

MS Consultants, Inc.; Managing Community Operations, would work with Thorntown to deliver innovative ideas and tailored services to achieve our municipal ideas. To achieve the administrative goals, SAMP (sidewalk assessment management plan), digitizing the agenda and economic reinvention plan (that will keep Thorntown moving forward).

ONI (Risk Partners) Alex Dickman

Independent insurance company out of Indianapolis, Public entity insurance; an umbrella company. If Thorntown switched to ONI we would receive complementary employee handbooks and job descriptions. First step to change insurance providers we would need to fill out an OAR form which gives ONI access to our policies and be our agent. Koren ask that we have Kevin Hill come and let us know what all NFP (current insurance for the town) has to offer before we decide. Mark wants to table ONI until we hear from Kevin.

CPA Ben Roeger

Fiscal projection of moneys and where it is going analysis. The funds have not been updated since 2014, still waiting for books to be in order to move forward to update the data. In 2016 he identified moneys from a user fee fund that could be used for Police vehicles. Assisted Angie with Community Crossing project and identifying moneys that can be used to get the grants. Koren states how Ben has helped Clerk-Treasurer Mikada with the overdue IRS forms and penalties. Mark inquires about the previous invoice that we just received three weeks ago. Ben tells Mark that his company generated an invoice in 2017 and sent it to the previous Clerk-Treasurer and it was never paid, knowing Thorntown's issue he decided to stop billing instead of letting it go to collections. He does not have a retainer, he works hourly for the town.

Reports

Utilities (Gary Moody)

Utility Board decided that if Storm Water Board wants to put on a fee on the utility bill it will cost \$900 for Keystone to add that line item and the utilities would pay. Street signs are old, no longer reflective, and have never been replaced. Angie spoke with Ben and there is enough money in the MVH fund to purchase all new 9" street signs for every street. The company recommended green and white, but we were thinking blue and white for the Thorntown Keewasakees.

Dave made a motion to approve the purchase of the 9" signs all over town. Mark second the motion. Motion passed 5:0. Carol made a motion for the 9" signs to be blue and white. Mark second the motion. Motion passed 5:0.

Park/Community Development (Angie Moody)

Getting repairs done, movie night dates lined up, and pollinator garden is replacing the community garden (butterflies & bees) our hope is low maintenance. Waste Water Treatment still working to complete it is back in OCRA's hands as soon as it is cleared the Grant Writer will set up a public hearing. Monitoring wells are in place all 8 of them. A great turn out for Chili Cookoff, a group of Girl Scouts won first place, Lawson Farm and Cattle won second, and Thorntown Police and Fire tied for third. There was a total of 17 entries.

Planning/Commission (Shawn McClintock)

Doug Merrill was granted a permit to build a house on Elm Street. Sign Ordinance for Thorntown whether we have one or not because of the Dollar General coming in we had to investigate that, and we do not believe Thorntown has a Sign Ordinance. Miss Abbie's was granted a microblading permit. We are getting the zoning maps updated and taken care of. We would like to add a HVAC fee on a building permit; furnace replacement & air conditioner replacements. Proposing to adopt to the schedule of fees for building ordinances an HVAC replacement of \$50.

Mark made a motion to add the \$50 fee for a HVAC replacement permit. Dave second the motion. Motion passed 5:0.

Storm Water Board (Bruce Burtner)

We need to ask the Town Council for permission to pursue the storm water fee/rate. Carol made a motion to allow the Storm Water Board to pursue a rate. Mark second the motion. Motion passed 5:0.

Police Department (Frank Clark)

Reserves designed new patches and donated them to the members of council and the Police Department. Police report has been busy this February. More proactive police work other than reactive trying to take care of the drug problem in Thorntown. Wanting to get Public Safety officers' certification, educated not just as an officer but as an EMT, Fire Rescue, and DRE school (Drug Requisition Expert); which would open for more grant opportunities. Requesting permission to use the \$2,800 in the LIT fund to remodel the Police Department truck and to receive bids on replacing the Charger it is falling apart.

Mark made a motion to grant Frank the \$2,800 to remodel and add on to the truck. Bruce second the motion. Motion passed 5:0. Bruce made a motion for Frank to receive bids for a new police car. Carol second the motion. Motion passed 5:0.

Unfinished Business

Internal Controls

Police Department need to complete and turn signed forms into Mikada.

Website Update

Immense Impact: Angie, Koren, Mark, Mikada, and Sandy (utility clerk) sat through the tutorial, the website is very simple, and we all agreed this would be the right move. More access to keep the town updated with the latest. Community can register for alerts and notifications of events or weather-related issues.

Mark made a motion to move forward with Immense Impact. Carol second the motion. Motion passed 5:0.

Town Logo

Contest on social media- Facebook, maybe go around to local businesses and gather donations as an incentive for the winner of the logo contest.

Status of Elm St House

Doug Merrill has his permit but no word on the demolition day.

Employee Handbook

Koren is going to talk with Kevin Hill about getting a Hand Book started, received policies and procedures from the Utilities, and see if that is something, we could implement for all the town employees.

Community Crossing Bids

Topic was tabled.

New Business

Marshal Job Description

Frank stated that he is working on the description and researching from the past policies of the department. And plans to implement certain details into his own description.

Signing of Ordinance 2018-6

Comp Time Ordinance- Topic was Tabled

Next Meeting

Monday March 18, 2019

Comments & Concerns

Mikada presented the Citizens Concerns & Suggestion forms. The Council likes the form presented. Need to print out the complaint form so we have them on hand.

Becky Harder spoke up about Thorntown Utility Company vehicles not being marked, when they block the road because they are working on something the residents need to know that they are the Utility Company. Gary said they will label the vehicles.

Dave spoke on behalf of Cynthia's Salon about the parking spaces in front and along side of the salon, requesting a second handicap space and that they be allowed to put signs up saying parking for customers only during business hours. The council decides that they can put the signs up but we are not enforcing it, they also requested that utilities repaint the parking spaces on both side of Market Street.

Dave made a motion to add a second handicap parking space at Cynthia's Salon, so there is one on Market Street, and 1 on Main Street. Mark second the motion. Motion passed 5:0.

Sign Claims

Adjourned

Koren made a motion to adjourn the February 18th meeting. Mark second the motion. Motion passed 5:0. Meeting adjourned at 9:25.

Koren Gray, President

Mikada Davis, Clerk-Treasurer