

**CLOVERDALE TOWN COUNCIL
REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 8, 2022**

The Cloverdale Town Council met in Regular Session at 7:00 p.m. on Tuesday, November 8, 2022, in the Town Hall; 154 S. Main Street; Cloverdale, IN 46120.

CALL TO ORDER: President Larry Fidler called the meeting to order at 7:00 p.m.

PLEDGE TO THE FLAG: The Pledge of Allegiance was recited.

ROLL CALL: Present on Roll Call were Councilmembers Brandon Tancak, Larry Fidler, Cindy Holland, Greg Jay and Brice Howell. Also present were Town Attorney Richard Shagley, Town Manager Jason Hartman, Town Marshal Steve Hibler and Clerk Treasurer Kelly Maners.

ADDITIONS OR DELETIONS TO THE AGENDA: Clerk Treasurer Maners requested to add a claim to the appropriate section. Councilmember Howell made a motion to accept the agenda with the addition. It was seconded by Councilmember Jay. The motion carried by unanimous vote.

APPROVAL OF MINUTES:

1. Regular Meeting Minutes October 11, 2022

Councilmember Holland motioned to approve the minutes. Councilmember Tancak seconded. The motion carried by unanimous vote.

2. Memorandum of Executive Session October 11, 2022

Councilmember Jay motioned to approve the memorandum. Councilmember Howell seconded. The motion carried by unanimous vote.

CLAIMS AND TRANSFERS:

General: \$127,114.29	Motion: Councilmember Tancak 2 nd : Councilmember Howell
Water: \$56,658.52	Motion: Councilmember Jay 2 nd : Councilmember Holland
Wastewater: \$82,958.03	Motion: Councilmember Tancak 2 nd : Councilmember Howell
Payroll: \$48,795.06	Motion: Councilmember Jay 2 nd : Councilmember Holland

All motions were carried by unanimous vote.

TOWN MARSHAL: Marshal Hibler gave a monthly report of the Police Department operations. Ian Tressler was sworn in as a Reserve Officer.

- a. **K-9:** ARGO has health conditions that affect his sense of smell, therefore affecting his ability to work as a K-9 officer. It is recommended that he be retired. The Police Department would like to bring on BAZ as a replacement K-9. BAZ is Deputy Fogle's dog currently and is already trained. A contract was presented to the council to lease the K-9. A motion was made by Councilmember Jay to retire ARGO. It was seconded by Councilmember Holland. The motion carried by unanimous vote. A motion was then made to bring on BAZ as the new K-9 Officer by Councilmember Howell. It was seconded by Councilmember Jay. The

motion carried by unanimous vote. The attorney noted the dog was not to be used until insurance is in place.

FIRE CHIEF: No representative

TOWN MANAGER:

- a. **DOE CREEK MEADOWS SUBDIVISION:** The BZA did meet and approved a variance on the setbacks.
- b. **UTILITY RELOCATION:** INDOT has notified us of a project they are doing to widen 231 near Poet to add turn lanes. We have a conflict with both our water and sewer mains that run in the easement and must relocate them. It was discovered that the project will be bigger than initially thought. Town Manager Hartman has a meeting with POET tomorrow.
- c. **JIM STEELE TREE:** Two quotes were given to Council for the removal of this tree. The first one is from Fidler Tree Service for \$1600 to remove the tree and stump. The second quote is from Mayhew Contracting for \$2300 to remove the tree and stump. Councilmember Howell made a motion to accept the quote for \$1600. It was seconded by Councilmember Tancak. The motion carried 4-0. President Fidler abstained because his son is one of the bidders.
- d. **120 WATER:** The federal government is requiring us to inventory all water lines looking for lead and copper. We have two years to do this. Anything built after 1988 can be excluded as lead and copper were not in use then. This company (120 Water) would help with software that they will input our data in and allow us to submit the reports to keep us Federally compliant. Councilmember Howell made a motion to table this until Richard Saucerman, Water Superintendent can come to give more information to Council. It was seconded by Councilmember Jay. The motion carried by unanimous vote. President Fidler asked if our server had enough space to accommodate this new software. Town Manager Hartman thought this wouldn't be an issue.
- e. **ARC SCAN:** The Town has several As built and building architecture plans in storage. A quote was presented from ARC Scan to scan in all the large documents, label them and make them digitally searchable. Councilmember Tancak asked if we had funding for this. Clerk Treasurer Maners said it would be split between Water, Wastewater and General. Councilmember Jay made a motion to approve. It was seconded by Councilmember Tancak. The motion carried by unanimous vote.
- f. **HWC ENGINEERING CONTRACT-SEWER PROJECT:** The Wastewater Project that was submitted to the state will receive some funding. Eric Smith with HWC Engineering presented a contract for services. This contract would allow the engineering to be completed and ready for next year when the funding becomes available. It was requested that Council only approve tasks 1, 2 and 4 in the contract, as this is all that is needed currently. The total cost of these three tasks would be \$635,000. Clerk Treasurer Maners said she had spoken with Financial Solutions Group, and it was recommended the Town use Food and Beverage Funds and ARP to pay for this initially. A plan will need to be drawn up to spend ARP funds. Councilmember Tancak made a motion to approve tasks 1, 2 and 4. It was seconded by Councilmember Jay. The motion carried by unanimous vote.

CLERK TREASURER:

- a. **MONTHLY REPORTS:** Monthly Revenue and Appropriation Reports were presented to Council, along with a monthly detailed Water and Sewer Budget. It was noted that the appropriation for MVH supplies had enough money left for fuel for general town vehicles for the rest of the year and then that appropriation would then be exhausted. The Police Department operating supplies appropriation does not have enough to cover fuel. Clerk Treasurer Maners will have a Resolution prepared for the next meeting to move funds from elsewhere in the Police budget to cover these expenses.
- b. **CLAIMS:**
 - 1. Utility Supply INV #1420600 for \$1,588.12
 - 2. Bastin Logan INV #18115 for \$1,955.00
 - 3. Goss Oil INV #022765 for \$2,987.64
Councilmember Howell motioned to approve all three claims. Councilmember Jay seconded. The motion carried by unanimous vote.
 - 4. AT&T Bill
Data overage of \$30 occurred. The employee has been warned to correct this in the future. Unlimited Data plans will be looked into. Councilmember Howell made a motion to approve the full claim. Councilmember Tancak seconded. The motion carried by unanimous vote.

President Fidler brought up raising the spending limit for the Town Manager to eliminate some of these routine claims. Councilmember Jay made a motion to raise the limit to \$2,500.00 for the Town Manager. It was seconded by Councilmember Howell. The motion carried by unanimous vote.

- 5. Utility Supply INV #1422470 for \$3,970.30
Councilmember Howell made a motion to approve the claim. Councilmember Holland seconded. The motion carried by unanimous vote.

PLANNING/BZA: It was noted that there is one vacancy on the Planning Commission and two vacancies on the BZA because of Roy Lotz resigning from both and Judy Minor resigning from the BZA. James McKee reported that the BZA did meet and approved the variance on set backs in the new subdivision.

PARK BOARD: There is still a vacancy that will need filled for the start of next year, because of John Berry's resignation that will take effect December 31st of this year.

REDEVELOPMENT COMMISSION: Council is still looking for someone to appoint to fill the vacancy left earlier this year by Rick Dearwester's resignation. Scott Bailey will be contacted to see if he is interested in serving another term.

ORDINANCES AND RESOLUTIONS:

- a. **ORDINANCE 2022-6 SEWER TAP FEE:** Town Manager Hartman had made the requested revisions. Councilmember Howell made a motion to approve. It was seconded by Councilmember Jay. The motion carried by unanimous vote.
- b. **ORDINANCE 2022-14 OPIOID SETTLEMENT FUND-UNRESTRICTED (1st Reading):**

- c. **ORDINANCE 2022-15 OPIOID SETTLEMENT FUND-RESTRICTED (1st Reading):** Councilmember Howell made a motion to approve both 2022-14 and 2022-15. It was seconded by Councilmember Tancak. The motion carried by unanimous vote.
- d. **ORDINANCE 2022-16 SALARY ORDINANCE-REVISION OF 2021-9 (1st Reading):** This creates a position for the part time Deputy Marshal/Detective that was hired last month. Councilmember Howell made a motion to approve. It was seconded by Councilmember Tancak. The motion carried by unanimous vote. A motion was made to waive the second reading by Councilmember Jay and seconded by Councilmember Howell. The motion carried by unanimous vote.
- e. **RESOLUTION 2022-10 EMPLOYEE HANDBOOK:** Councilmember Jay made a motion to approve. It was seconded by Councilmember Holland. The motion carried by unanimous vote.
- f. **ORDINANCE 2022-17 SALARY ORDINANCE (1st Reading):** This is the first reading of the Salary Ordinance for 2023. Clerk Treasurer Maners also brought up a request from Marshal Hibler that himself and Rick Lambert each be given an extra 40 hours of PTO time, due to the fact they received no salary increase or a small salary increase. Councilmember Howell made a motion to approve the Ordinance and the extra PTO time. It was seconded by Councilmember Holland. The motion carried by unanimous vote.
- g. **RESOLUTION 2022-11 WATER BOND PAYOFF:** Clerk Treasurer Maners requested to pay off the water bond by the end of the year. The payoff amount is \$193,866.53. Financial Solutions Group has been consulted and gave their approval. This will save the Town about \$10,000 in interest over the next 4 years and more importantly will allow about \$60,000 a year to remain in water operating to help with salary increases and the rising cost of chemicals. A motion was made by Councilmember Tancak to approve. It was seconded by Councilmember Jay. The motion carried by unanimous vote.

NEW BUSINESS:

- a. **LYSSA MCKEE:** A letter was given to the Clerk and shared with the Council regarding an issue that happened with a Reserve Police Officer in April. She was concerned that she had been given different answers on how the incident was handled. She also requested that policies be put in place to give Council more awareness of what was happening within the Police Department. She noted that as of today, the Reserve Officer in question had been removed from the Town's website as a Reserve Officer.

Mark Wingler was recognized by President Fidler to address the Council. He identified himself as the Reserve Officer being spoken about. He stated he was reprimanded at the time and that he would submit to whatever Marshal Hibler decided.

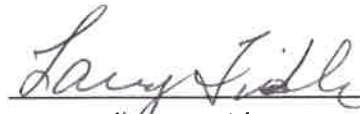
- b. **OPENING OF FARM GROUND BIDS:** No bids were received. Clerk Treasurer Maners was instructed to rerun the ads for bidding again for next month.
- c. **STARDUST HILLS HOA:** Nothing at this time

OLD BUSINESS:

- a. **GUARD RAILS:** This was tabled until the next meeting.

Scott Mayhew addressed the Council to request approval for the sidewalk quotes on Columbus. He stated he can get the job done now instead of waiting until Spring like Council had decided at last month's meeting. A motion was made to accept the bid and go ahead and get the sidewalk done by Councilmember Howell. It was seconded by Councilmember Jay.

ADJOURNMENT: The meeting was adjourned by President Fidler at 8:18 p.m.



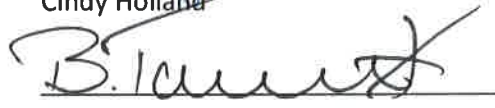
Larry Fidler, President



Greg Jay, Vice President



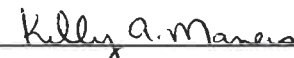
Cindy Holland



Brandon Tancak



Brice Howell



Kelly Maners, Clerk Treasurer