

**CLOVERDALE TOWN COUNCIL  
REGULAR MEETING MINUTES  
TUESDAY, SEPTEMBER 12, 2023**

The Cloverdale Town Council met in Regular Session at 7:00 p.m. on Tuesday, September 12, 2023, in the Town Hall; 154 S. Main Street; Cloverdale, IN 46120.

**CALL TO ORDER:** President Brandon Tancak 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 Greg Jay, Brice Howell, Brandon Tancak and Scott Stierwalt. Also present were Town Attorney Richard Shagley, Town Manager Jason Hartman and Town Marshal Adam Hull. Councilmember Larry Fidler and Clerk Treasurer Kelly Maners were absent.

**ADDITIONS OR DELETIONS TO THE AGENDA:** Attorney Shagley requested to add an agreement under Old Business. President Tancak requested Service Pump and Machine be added under Claims and Transfers and Tahoe Repairs be removed from the agenda. Councilmember Jay made a motion to accept the agenda as amended. Councilmember Howell seconded. The motion carried by unanimous vote.

**PUBLIC HEARING FOR 2024 BUDGET:** President Tancak opened the Public Hearing for next year's budget. He asked for any comments or questions from the public or council members. There were none. President Tancak closed the Hearing.

**APPROVAL OF MINUTES:**

1. Regular Meeting Minutes August 8, 2023

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

**CLAIMS AND TRANSFERS:**

General: \$724,734.52	Motion: Councilmember Howell	2 <sup>nd</sup> : Councilmember Jay
Water: \$95,235.53	Motion: Councilmember Jay	2 <sup>nd</sup> : Councilmember Howell
Wastewater: \$96,130.72	Motion: Councilmember Jay	2 <sup>nd</sup> : Councilmember Howell
Payroll: \$49,324.94	Motion: Councilmember Howell	2 <sup>nd</sup> : Councilmember Jay
WTH Technology INV #30179	Motion: Councilmember Howell	2 <sup>nd</sup> : Councilmember Jay
Serv. Pump & Mach. INV #1991A	Motion: Councilmember Jay	2 <sup>nd</sup> : Councilmember Howell

All motions were carried by unanimous vote.

**TOWN MARSHAL:**

Marshal Hull gave a monthly report of the Police Department Activities. He made the Council aware that Trevor Lee had been hired to fill the vacancy in the Police Department. He also noted the Police Department Fundraiser is coming up at the end of October.

- a. **CONFLICT OF INTEREST:** Kent Goldman submitted a conflict of interest. He is a Reserve officer for the Town and also a Salesman for Andy Mohr where the Town purchases vehicles. The Town also leases Mr. Goldman's vehicle from him to be used in his reserve deputy duties. The SBOA requested that a conflict of interest be filed. Councilmember Jay motioned to accept. Councilmember Stierwalt seconded. The motion carried by unanimous vote.
- b. **GOLDMAN LEASE RENEWAL:** The lease for Mr. Goldman's vehicle expires on September 19, 2023. Discussion ensued regarding the cost of this lease and if the Town had other vehicles that could be used. This discussion was tabled until the new vehicle purchase for the SRO 2 was decided.
- c. **SRO 2 VEHICLE PURCHASE:** A quote was presented to purchase a 2015 Ford Taurus Police car from Andy Mohr for the SRO 2's use. The quote was \$18,949.30. Councilmember Howell motioned to approve. Councilmember Jay seconded. The motion carried by unanimous vote.

The Council then revisited the Goldman Lease. Councilmember Howell motioned to table this until the next meeting. Councilmember Jay seconded. The motion carried by unanimous vote.

- d. **2009 TAURUS:** This is an asset that is no longer needed. Upon the advice of Attorney Shagley, Councilmember Howell made a motion to declare the 2009 Taurus surplus and accept bids, while reserving the right to reject all bids. Councilmember Jay seconded. The motion carried by unanimous vote.

**TOWN MANAGER:**

- a. **BENNINGTON WAY UPDATE:** Bennington Way is in the final stages of construction and should be completed soon.
- b. **54 N. LAFAYETTE STREET:** No update
- c. **BEAGLE CLUB WATER MAIN BID ACCEPTANCE:** Eric Smith with HWC announced that bids were received and reviewed for the Beagle Club portion of the Water Main project. Three bids were received. The bids were \$156,748.80, \$220,809.00 and \$322,445.00. The lowest bidder was JAMMR Excavating, however, their bid had several missing and incomplete documents, including the bidder's qualification to do business in the State of Indiana. Because of this HWC deemed the bid unresponsive. Therefore, HWC's recommendation for the low and responsive, responsible bid was Feutz Construction for the \$220,809.00 pending the Attorney's opinion. Attorney Shagley said the information was shared with him by HWC prior to the meeting and upon review he agreed with the determination that the low bid was unresponsive, and the Town had justification for looking at the next lowest bid. Councilmember Howell made a motion to accept the bid from Feutz Construction as the lowest responsive bid. Councilmember Jay seconded. The motion carried by unanimous vote. President Tancak signed the Notice of Award to Feutz Construction.
- d. **N. MAIN STREET SEWER QUOTES:** The sewer main is needing to be extended to support a new Family Dollar store that is being constructed. The Redevelopment Commission has paid for the engineering. One quote for \$40,000.00 was already received. Per Council's request,

Town Manager Hartman sought a second quote. He presented the second quote for \$92,010.00 to the Council. It was also noted that the Redevelopment Commission has pledged a small amount of funds to help pay for this project. Councilmember Howell made a motion to accept the quote for \$40,000.00. Councilmember Jay seconded. The motion carried by unanimous vote.

- e. **TOWN HALL PARKING LOT:** Two Engineering firms were present to describe their process for addressing the design of the parking lot at the Town Hall. Eric Smith with HWC and Lauren Ganapini with United Consulting Engineers both presented the process that their respective firms would follow, starting with conceptual design. Both firms will bring quotes for the planning phase to the next meeting.
- f. **ADA TRANSITION PLAN:** The Town's ADA transition plan needs updated. The State is requiring this to be updated annually. A contract for HWC to update the plan was presented to the Council. Councilmember Howell made a motion to approve the contract. Councilmember Jay seconded. The motion carried by unanimous vote.
- g. **CLOVERDALE COMPREHENSIVE PLAN:** The Planning Commission met and reviewed Cloverdale's Comprehensive Plan and voted unanimously to send a favorable recommendation to the Council. Resolution 2023-14 to approve and adopt the Comprehensive Plan was presented to the Council. Councilmember Howell made a motion to adopt the Resolution. Councilmember Jay seconded. The motion carried by unanimous vote.
- h. **HYDRANT FLUSHING:** The Town will be doing some regular maintenance for the next three weeks. On Tuesday and Wednesday for the rest of September, hydrants will be flushed in various areas of the Town. Those affected will be notified. The water will continue to be safe to consume, however some discoloration may occur. It is recommended that laundry not be done on those days, as the minerals stirred up in the flushing process may discolor clothing.
- i. **STORM WATER PROJECT:** The Town was awarded a \$600,000.00 grant from the Indiana Office of Rural and Community Affairs (OCRA) for a Storm Water project. The grant was submitted on the Town's behalf by Mike Kleinpeter and preliminary engineering was done by HWC. Two contracts were submitted to Council. The first was to hire Mike Kleinpeter to serve as Grant Administrator. The second was to hire HWC as Engineers for the project. The Stormwater Board will also give an opinion. Councilmember Howell made a motion to approve the HWC Contract pending Attorney Shagley's approval. Councilmember Jay seconded. The motion carried by unanimous vote. Councilmember Howell made a motion to approve the Kleinpeter Contract pending Attorney Shagley's approval. Councilmember Jay seconded. The motion carried by unanimous vote.

Town Manager Hartman introduced Stephanie Campbell, President of the Putnam County Council who was present at the meeting. She was acknowledged.

**CLERK TREASURER:**

- a. **MONTHLY REPORTS:** A monthly Appropriation and Revenue Report, and Water and Sewer Budgets were provided to Council in their packets.

## **ORDINANCES AND RESOLUTIONS:**

- a. **RESOLUTION 2023-12 CCMG MATCH TRANSFER BENNINGTON WAY:** Councilmember Howell motioned to approve. Councilmember Jay seconded. The motion carried by unanimous vote.
- b. **RESOLUTION 2023-13 CCMG MATCH TRANSFER BEAGLE CLUB:** Councilmember Jay motioned to approve. Councilmember Howell seconded. The motion carried by unanimous vote.

## **OLD BUSINESS:**

- a. **BOND COUNCIL CONTRACT:** A contract from Bose McKinney was presented to the Council for Bond Council for the Lieber Project. This will be an hourly contract as opposed to a flat fee, which is typical. Both Attorney Shagley and Eric Smith, with HWC, thought that while unusual, this had potential for cost savings to the Town. Concern was expressed that there wasn't any "not to exceed" language in the contract. Councilmember Howell made a motion to approve the Contract, but only up to \$50,000. Councilmember Jay seconded. The motion carried by unanimous vote.

At this point in the meeting, Town Manager Hartman asked President Tancak if he would like Eric Smith from HWC to give an update on the Lieber Wastewater project. President Tancak turned the floor over to Mr. Smith. He stated the BOT contractor has provided the guaranteed maximum price for the project. Those numbers have been turned over to Financial Solutions Group and they are working on the cost impact on rates. They will then work with the Indiana Finance Authority to see what grant package will be offered to the Town. The Lieber portion will be covered 100%. Once the financial piece is determined, construction can begin. Construction is estimated to begin as early as November or December.

## **NEW BUSINESS:**

- b. **DENIS FLORY-FACADE GRANT:** Denis Flory who recently purchased 51 and 53 North Main Street, addressed Council. He has started remodeling the business. He is requesting assistance from the town through a Facade Grant or TIF money. He is also requesting the Town waive the Tap fees for the new construction he is doing. Kelly Nichols and Bob Steel, who are also local business owners on Main Street, spoke up in support of the Facade grant. President Tancak and Town Manager Hartman will look into this.
- c. **ELECTED OFFICIALS 2024 SALARIES:** Councilmember Howell made a motion to give Clerk Treasurer Maners a 5% increase in salary. President Tancak stated her current salary is \$44,290.00 and the increase would bring it to \$46,504.50. Councilmember Jay seconded. The motion carried by unanimous vote. President Tancak stated Councilmembers salaries are \$5,304.00 annually. Councilmember Howell made a motion that Councilmembers salaries remain the same for 2024. Councilmember Jay seconded. The motion carried by unanimous vote.
- d. **OFFICE FURNITURE:** A quote was presented for new office furniture for the utility office to coincide with the construction project that will soon take place. The quote was for \$9,069.98. President Tancak noted \$10,000.00 was budgeted for this expense. Councilmember Jay made a motion to approve. Councilmember Stierwalt seconded. The motion carried by unanimous vote.

President Tancak made a few announcements for the community:

1. The Back the Blue Chilifest will be October 28<sup>th</sup> 10 a.m. to 4 p.m. A 5K and cornhole tournament will also take place.
2. The Cloverdale High School Service-Learning Project will be on October 27<sup>th</sup>. Any citizens or local businesses that would like assistance with yard work or small outdoor projects can reach out to the High School.
3. The Utility Office will be closed September 28<sup>th</sup>-29<sup>th</sup> for a construction project.

**CITIZEN COMMENTS:**

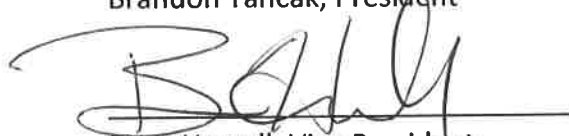
- a. **STARDUST HILLS HOA:** Nothing at this time.

Don Gedert made note of the POET reopening that had recently taken place. He stated this was a great asset to Cloverdale.

**ADJOURNMENT:** The meeting was adjourned by President Tancak at 8:27 p.m.



Brandon Tancak, President

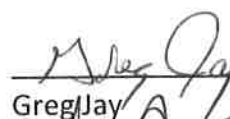


Brice Howell, Vice President



Kelly Maners, Clerk Treasurer

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Larry Fidler



Greg Jay



Scott Stierwalt