

01-28-2025 Common Council Meeting

Amendments Infrastructure Financial Management

Meeting Information

- Date & Time: 2025-01-28 6:03pm
- Location: Town Hall 205 E. Walnut St. Chalmers, IN 47929
- Attendees: Clerk Treasurer (CT) Rene'e Collier, Council President (CP) Pam Brown, Council Vice President (CVP) Amy LaOrange, Council Member (CM) Lee Trippett, Council Member (CM) Fred Schrader, Council Member (CM) Josh Rinehart, Town Marshal (TM) Jim Bolen, Reserve Deputy Marshal (RDM) Kevin Ward, Volunteer Fire Chief (VFC) Mike Hill, Street & Utility Superintendent (S&U Superintendent) Doug Reed, Street & Utility Workers Bruce Hiner and Frank Galvin, Town Engineer (TE) Ken Smith, Guest, Jennilynne Kyburz, White County Area Plan. Residents: David Kurth, Pam Hiner and Marcus King.

Meeting Notes

1. Council, Amendments and Infrastructure

- **Introduction of New Council Member**
Josh Rinehart, the newest council member, introduced himself and shared his background, highlighting his local roots and desire to be more involved in the community.
- **Ordinance 2025-4 White County Zoning Amendment A81 Discussion and Vote**
Jennilynne Kyburz presented Amendment 81, which updates standards for battery storage facilities, including educational sessions for public safety officials and zoning changes. The ordinance was passed with a 5-0 vote. Motion to approve was given by (CVP) LaOrange and was seconded by (CM) Schrader.
- **Ordinance 2025-5 White County Zoning Amendment 82 Discussion and Vote**
Jennilynne Kyburz presented Amendment 82 was discussed, focusing on regulations for data centers and broadband projects. It includes zoning restrictions and requirements for data centers. The ordinance was passed

with a 5-0 vote. Motion to Approve was made by (CVP) LaOrange and was seconded by (CM) Rinehart.

2. Town Utility and Infrastructure Management

- **Furnace Replacement, Utility and Resource Management**
Discussion on the recent replacement of the electric heaters at the town garage and the inefficiency of these heaters was led by (CM) Schrader. (CM) Schrader expressed a need to add insulation to the town garage, especially in areas that were not designed for heating. He also expressed that the town should consider changing heating at the garage from electric to natural gas. The need for resource data to determine costs and the importance of monitoring utility usage was emphasized and would require the town to start tracking the current electric usage at the town garage.
- **Insurance and Training**
The town's insurance coverage and available training programs were discussed. John Parmley with Epic Insurance is finishing up the updates to all the towns policies and will be contacting (CT) Collier with the training they can provide. The need for cybersecurity was discussed. It has been found that the Crime Policy for the police is covered by the county.
- **Clarifier and Bid Process for Street Repairs**
Updates on the clarifier project at the WWTP and the bid process for the CCMG the town has received to repair some of the town streets were provided by (TE) Smith. The pre-bid meeting will be held at the town hall on February 13, 2025 @ 10:00am with the meeting to award the winning bid following on February 20, 2025 @ 10:00am at the town hall. (CP) Brown, (CM) Schrader and (TE) Smith will attend both meetings. The Council approved (CP) Brown to sign the bids to expedite the process.
- **Road and Infrastructure Maintenance**
Issues with two water main breaks causing road and yard flooding and infrastructure maintenance were presented by (S&U Superintendent) Reed. The need for possible additional appropriations to cover the cost for the repairs and the now needed road repairs was mentioned.
- **Vehicle Maintenance**
Concerns about vehicle maintenance, specifically tire replacements, was raised by (S&U Superintendent) Reed. The need for new tires on the 2018 Dodge Ram was discussed and council approved the replacement of the tires for the 2018 Dodge Ram.
- **Utility Pole Replacement and the CWREMC Maintenance Contract**
The meeting covered the contract with CWREMC and the replacement of an Electric pole on the corner of 1st and Main streets ensuring the replacement was within the contract terms.

3. Operational and Administrative Issues

- **Paint and Road Maintenance**
(S&U Superintendent) Reed presented the need to order paint for locates, paint for the striping of downtown parking and purchasing cold patch for potholes around town. Concerns about the cost of paint and the need for a priority list for expenses, were brought up by (CT) Collier.
- **Time Card and Overtime Issues**
Issues with time card signatures and overtime calculations were discussed.(CM) Trippett asked why there are no clock outs for lunch on the Street and Utility Workers timecards when they are often seen uptown at the bar eating lunch. (S&U Superintendent) Reed stated that they clock out for lunch. The discussion went on with no further mention of the issue brought up by (CM) Trippett. The need for a policy to address overtime and time card discrepancies was highlighted.
- **PTO for Full-Time Employees**
Clarification needed on PTO for full-time employees, specifically for (S&U Superintendent) Reed, who is actually salary, and did not receive PTO last year.
- **Meeting Minutes Approval**
Common Council Meeting minutes from December 26, 2024 were voted on and approved by council. With the motion to approve given by (CVP) LaOrange, seconded by (CM) Schrader and carried by a vote of 4 Ayes to 1 Nay with the 1 Nay coming from (CM) Trippett. Common Council Meeting minutes dated January 14, 2025 were passed by a vote of 5 Ayes to 0 Nays with the motion to approve being given by (CVP) LaOrange, (CM) Schrader followed with the second.

4. Financial management and administrative updates

- **Approval of Claims**
A motion was made to accept the claims for January 28th 2025 totaling \$70,113.64. The motion was carried with a 5-0 vote. Motion to approve was given by (CVP) LaOrange and seconded by (CM) Schrader.
- **Dormant Funds**
(CT) Collier presented Resolution 2025-01 to transfer balances out of dormant funds in order to clean up town's financials, with a suggestion to transfer them into the general fund. A motion was made to pass resolution number 2025-1 to abolish dormant funds and transfer the remaining balances into the general fund. Resolution 2025-01 was passed by a vote of 5 Ayes to 0 Nays. Motion to approve was given by (CVP) LaOrange with the second coming from (CM) Rinehart.
- **Additional Appropriations**
Notice of additional appropriations needed to cover the towns match for the Community Crossings Matching Grant (CCMG) was read. A public hearing is scheduled for February 11, 2025 @ 6:00pm at the Town Hall for the second reading and passing of the Resolution.

- **Baker Tilly Contract**
(CT) Collier reported that she has reduced the yearly contracted fees for Baker Tilly's service contract by switching from quarterly financial reports to bi-yearly reports and updating the five-year plan less frequently. The contract was reduced by \$12,000 annually.
- **Recall on Dodge Ram**
There is a recall on the hydraulic control unit ABS brakes for the Dodge Ram 2018 2500. (S&U Superintendent) Reed will be in contact with the dealership to get the issues resolved.
- **Server and Grant Opportunities**
Discussion on server needs and exploring grant opportunities for equipment. A wish list for equipment needed is being compiled by (CT) Collier and (CM) Schrader to pursue grants.

5. Town Ordinance Review and Newsletter Distribution

- **Codification of Ordinances and Ordinance Review**
(TM) Bolen suggested forming a committee to review and amend the town ordinances, emphasizing the need for diverse input from various departments and board members. The goal is to complete the review by summer and ensure all sections are thoroughly examined and agreed upon. (CP) Brown asked for volunteers to help with the project with all council members, (CT) Collier, (S&U Superintendent) Reed, and Park Board Members Pam Hiner and David Kurth volunteering. It was decided that (CVP) LaOrange will chair the committee.
- **Newsletter Distribution**
Discussion on the cost of the town newsletter. The discussion focused on the challenges of distributing newsletters, including high postage costs, inconsistent delivery, and the price of printing in color. Suggestions include simplifying the newsletter format, printing it in black and white and distributing it manually to save costs, while ensuring residents without internet access receive information. The discussion focused on the challenges of distributing newsletters, including high postage costs and the price of printing the newsletter in color.

6. Updates and Agreements

- **Fire Department Update**
The fire department reported on recent activities, including assisting with structure fires and training updates for new personnel. (CP) Brown explained that our new insurance carrier requested insurance documents from the Fire Dept. to make sure the town had adequate Insurance coverage for equipment and the towns property. (VFC) Hill reluctantly said he will look for the flash drive that has the departments insurance coverage on it.

- **Picnic Shelter Agreement**

A new agreement for the picnic shelter was read by the Park Board and the town clerk was asked to review the contract to make sure everyone agrees with the contents before presenting it for approval. The board wants to update insurance information and correct address concerns. The need for accurate addresses for emergency services was highlighted.

- **Wessel Building Usage**

The future use of the Wessel building was discussed, with the park board stating they no longer wish to be responsible for the building or the historical contents. The discussion included the possible use of the building for storage and potential maintenance needs.

- **Farmer Appreciation Day**

Plans for a small event to recognize farmers was mentioned by park board president David Kurth, with the event currently in the planning stage.

Meeting Adjournment

Motion to adjourn was given by (CVP) LaOrange, seconded by (CM) Rinehart. Motion passed by a vote of 5 Ayes to 0 Nays. Time

Next Arrangements

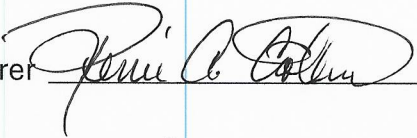
[] (CP) Brown and (CT) Collier will meet with Cathy Raderstorf the CEO of CWMC on February 12th at 10 a.m. to discuss the towns electric maintenance contract with her company.

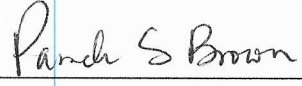
[] Public hearing on additional appropriations on February 11, 2025.


[] Review picnic shelter agreement at the next park meeting on February 18th.

[] Update addresses for emergency services with area plan.

Common Council Meeting Minutes for January 28, 2025

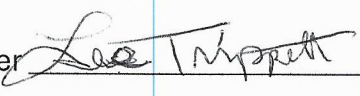
Clerk Treasurer 

Council President  Yay or Nay Abstain

Council Vice President  Yay or Nay Abstain

Council Member  Yay or Nay Abstain

Council Member  Yay or Nay Abstain

Council Member  Yay or Nay Abstain

Signed this 11th day of February, 2025