

Town of Thorntown
Town Council Meeting
November 16, 2020
7:00 pm

The November 16, 2020, meeting of the Council of the Town of Thorntown was called to order by Council President, Bruce Burtner, at 7:00 pm. The meeting was held at the Sugar Creek Art Center, 127 S. Pearl St., Thorntown, IN. The Council and citizens joined in reciting the Pledge of Allegiance.

The following were in attendance:

Bruce Burtner - Council	Amy Nooning – via phone/Zoom	Mark Sullivan –Midwestern Engineering
Sara Fairfield - Council	Angie Moody – Parks/ Comm. Dev. Dir.	Larry Truitt – Council Elect eff 1-1-21
Carol Keith - Council	Frank Clark - Marshal	
Dave Williams – Council - absent	Don Gray – Planning Comm.- via Zoom	Mike McKenzie – Utility Board nominee
Mark Garing – Council	Gary Moody – Utility Supt.	Shawn McClintock – Council Elect eff 1-1-21
Koren Gray – Clerk/Treasurer	Derek Babcock – Dep. Chief	

Approval of Minutes:

Sara Fairfield made a motion to accept the minutes of the October 19, 2020 meeting. Carol made a second. Motion passed 4-0.

Sara made a motion to accept the minutes of the Special Meeting, November 11, 2020. Mark made a second. Motion passed 4-0.

Guests:

Mark Sullivan – Midwestern Engineering – Mark was present for the signing of the Agreement for Engineering Services for Wastewater System. Sara made a motion to accept the Engineering Agreement. Carol made a second. Motion passed 4-0. Sara made a motion to allow Bruce, as the Council President, to sign the Agreement. Carol made a second. Motion passed 4-0.

Comments/Concerns:

None

Reports:

Utility (Gary Moody) 3rd Monday)

Gary discussed making frames for the new trash cans along Main St. The trash cans are light weight and blow over in windy conditions. The Council agreed for Gary to complete the frames.

Park and Community Development (Angie Moody) –

-Park:

-Still installing items purchased with grant funds

- Community Development:

-Plum St. project – gravel laid, grass seeding complete, and the big rock has been moved

-We need to update the Road Asset Inventory. BFS will help. Mark Garing wants to add the N. Market Streets situation to the inventory.

- We need an ADA compliant plan
- We have 23 monitoring wells in town – we have no new results
- Still working with INDOT on the punch list for the Main St. project
- A draft of the Town Logo was presented. The logo is being donated by artist Anita Gordon.

Everyone liked the logo with a couple of minor language and font changes.

- A new pharmacy sign will be erected at the corner of Main and Pearl streets
- Angie is still planning to have Way-finding signs for the town

WASTEWATER PROJECT

Nothing additional to report

Planning Commission (Don Gray)

-The Commission is addressing swimming pool violations and plan to send homeowners not in compliance a letter.

- The Commission is looking into folks living in RV's. Should we have a policy?
- Amy mentioned the membership requirements for the Planning Commission.
 - Planning Commission is comprised of 7 members
 - 3 members should be elective or appointed town employees
 - 4 members should be citizens not holding an elected or appointed office/employment

(with the exception of the BZA)

- Must be a Town resident
 - No more than 2 members of the same political party
- The Planning Commission currently has 1 position for a citizen that remains vacant.

Storm Water Board (Bruce Burtner, Ben Strong, Sara Fairfield)

Nothing new to report

Police Department (Frank Clark)

-The Police Dept. had two major pursuits in the past couple of weeks. One pursuit ended in injury to our Marshal

- The Police Dept. implemented new procedures due to the arising cases of COVID

Fire Department (Mike Martin – Fire Chief) – not in attendance

Clerk/Treasurer (Koren Gray)

- Financial reports were included in the Council packet
- The Clerk/Treasurer announced we have received our 1782 Notice which means the DLGF has approved our 2021 budget
 - B & R Fire/Security recommended we have a battery backup for our new system. Doug Wilhoite purchased and installed for us
 - The garage door has been installed and looks great
 - The Salary Ordinance and Holiday schedule will be presented at the December 7 meeting. They must be approved by December 31.
 - Koren advised the Council of the virtual workshops she has participated in for October and November.
 - The Clerk/Treasurer will be taking over the Website. Training is scheduled for November 17.

Unfinished Business:

Employee Handbook – Sara Blevens, the HR attorney, has reviewed our handbook and added a few legal type remarks. The Handbook is now ready to implement January 1, 2021. Sara made a motion to accept the Employee Handbook. Carol made the second. Motion passed 4-0.

New Business:

Town Attorney, Amy Nooning – Legal Services contract for 2021 was presented to the Council. The service fee will be \$16,000 annually. The fee will be paid in quarterly installments. Mark made a motion to accept the Legal Services contract. Sara made a second. Motion passed 4-0.

Ordinance 2020-12 – Amend Park Board – The state statute states that all board members must reside in the town limits. Our previous ordinance said all members must live in the county. Due to a complaint it is necessary that we amend/update our ordinance. Bruce read the first reading of Ordinance 2020-12. The second reading will be December 7. Angie reported that the Park Board meets on the 4th Monday not the second Monday of the month. Koren also noted that the Park Board should be submitting minutes to the Clerk/Treasurer to be uploaded into Gateway.

Building Inspector contract – An Agreement for Permitting and Building Inspections Services was presented to the Council. Our Building Inspector is considered a sub-contractor. The Town Council President is ultimately the authoritative figure over the Building Inspector. Everyone should review and we'll discuss more next meeting.

The quote for updating the electrical and bringing to code was presented to the Council. The quote was from Jim Smith who has done all of the electrical for the Town for several years. Mark and Bruce requested that we have a total of 3 quotes. Gary Moody volunteered to get the quotes since he knows what needs to be quoted.

Bruce brought up the police use policy. He has one without a date and there is another dated May 2017. This will be reviewed to make sure we are following the correct policy.

TABLED ITEMS FOR THE FUTURE

Annexation of property S. SR 75 –nothing new to address at this time

Handicap parking in front of Cynthia's Salon – nothing new to address at this time

Comp Time Ordinance needs amended to Police Comp Time – Amy and Koren will work on this update and present in January.

Establish a Board of Zoning Appeals – The Planning Advisory Board needs to set up a Public Hearing.

Claims were signed.

Adjournment:

Carol made a motion to adjourn the meeting at 8:51pm. Mark made a second to the motion. Motion passed 4-0.

Bruce Burtner
Council President

Koren Gray
Clerk-Treasurer

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