

Town of Thorntown  
Town Council Meeting  
December 2, 2019

The Town Council meeting of December 2, 2019, was called to order at 7:03 pm by Council President Mark Garing. Present for roll call were: Mark Garing, Carol Keith, Sara Fairfield, Bruce Burtner, Amy Nooning, Angie Moody, Koren Gray, Shawn McClintock, George Gideon, Ben Strong, and two members of the community. Council member, Dave Williams, was absent.

**The Council reviewed the minutes of the November 18<sup>th</sup> meeting.** A motion was made by Bruce to approve the minutes of November 18th. Carol Keith doesn't think Mike Martin actually said "a need" wasn't there for a 24/7 medic. The Clerk-Treasurer advised she would review the recording of the meeting. There was no second to the motion. Therefore, the Council tabled approval of the minutes. The minutes will be added to Unfinished Business on December 16.

**The Hearing for Additional Appropriation,** Resolution 2019-8 regarding LIT Public Safety Fund was opened by Mark. There were no comments or questions. Sara read the Resolution. Carol made a motion to suspend the rules for the 2<sup>nd</sup> and 3<sup>rd</sup> readings. Bruce made the second. Motion passed 4-0. Carol made a motion to adopt the Resolution 2019-8 with a second by Bruce. Motion passed 4-0. The Hearing was closed.

**WAM** Glen Jewell from the Thorntown Christian Church, was present for the lease for WAM to use the second story of the Town Hall. WAM will be responsible to pay their own utilities. The details will need to be worked out in the lease as the utility billing for the building is metered on one billing. The billing cannot be separated into two billings. Carol made a motion to accept the lease amount of \$10.00 per year for 3 years for WAM (We All Matter) to use the second story of the Town Hall. Bruce followed with a second. Motion passed 4-0. Lease details will be drawn up.

### **No Utility Report**

#### **Community Development/Park (Angie Moody)**

-Angie advised the Park has received a grant of \$5,000.00 from the Boone County Solid Waste Management. The Park Board plans to upgrade or repair park equipment.

-Nothing new on the Town Logo

-Community Crossing grants updates – Angie is working with Steve Brock on grants, bond attorney, bonds, and gathering other information needed. The Bond Attorney needs to be nationally accredited.

-The Asset Management Plan was submitted December 1, 2019. This allows us to apply for the CCG next year.

-The Community Crossings Grant 2018 has now been closed out. The project is complete.

- Angie is seeking bids for the 2019 CCG engineering services.

-Carla, from INDOT, had an issue come up regarding the Workforce Development. The Clerk-Treasurer contacted Workforce Development and settled the issue.

#### **Planning Commission (Shawn McClintock)**

The group is working on updating Fines and Fees. A permit was given for a fence installation.

### **Storm Water Board (Bruce Burtner)**

-Nothing to add since we had the Storm Water Hearing at 6:00.

### **Police Department (Frank Clark)**

-December 13 will be the Town Christmas event. Santa will be here, carriage rides, hot chocolate and snacks, and events will be held at the Fire Station

-Sara asked the status of the body cameras. Frank has some older quotes but is waiting to find a good deal. Frank is searching options.

### **Fire Department (Mike Martin)**

-Mike was not present

-Sara made a notation that she and Mike had discussed the 24/7 medic further. Mike has spoken with John Merson with Witham about coverage. He will also speak with Ray Ingram from Witham.

### **Clerk-Treasurer Report (Koren Gray)**

-As requested by the Council inaccurate Fund Report and Appropriation Report has been provided to the Council. Since it has just been 2 weeks the Treasurer did not present the Financial Outlook Report. Please keep in mind these reports are not correct until the bank statements are balanced. Mark asked how much longer it will take to balance the bank statements. Koren gave an abbreviated explanation of what has to be done to get past statements balanced. She is currently working on Payroll, General, Town Court, and OnLine Holding accounts.

-Boot Camp information was provided to the Council. Koren advised that if Council members attended it would be very beneficial.

- Koren advised she would like to attend the AIM Conference, January 21, 22, 23. She would like to be able to drive down the evening of the 20<sup>th</sup>. January 21 is a Clerk-Treasurer workshop. The cost is \$299 for January 22 & 23 plus \$99 for January 21. She requested 3 nights lodging. She would also like to attend the Keystone User workshop January 15 & 16, also requesting 2 nights lodging. The Keystone workshop is \$125 per day. One day is payroll and one day is fund. Sara, Carol and Bruce are interested in attending the January 22 & 23 Boot Camp. Bruce made a motion to allow the Clerk-Treasurer to attend the AIM Conference at a cost of \$824 plus expenses. A second was made by Carol. Motion passed 4-0. Sara made a motion to allow Koren to attend the Keystone workshop at a cost of workshop fee, hotel and expenses. A second was made by Bruce. Motion passed 4-0. Carol made a motion to allow Sara, Bruce and herself to attend the Boot Camp at a cost of \$299 per person. A second was made by Sara. Motion passed 4-0. Koren will check with Dave to see if he would like to attend. Koren will register everyone.

-Sara, Carol and I will be meeting with Dennis Dunlap on December 5, 6:30, to begin the Employee Handbook.

-Ben has provided a Petition to Appeal. This is for 2016-2019 for tax shortfall. We will more than likely file an appeal later for 2020. The Appeal was read by Mark. Bruce made a motion to file the appeal. A second was made by Sara. Motion passed 4-0.

-LIT Additional Appropriation – we need to approve an additional appropriation for spending from the LIT Police Fund. We did not previously do approval to spend the LIT funds on our Tahoe.

-I have sent a letter to the Witte's regarding the condition of the step at the post office.

-Retha and I have come to the conclusion that we have done all we can in regard to 2016-2017-2018. We are at a point where we need to finish the 2019 bank statements.

-The April Utility Tax was not paid so that has been taken care of.

-Frank brought me an envelope he found in the police department that contained the original paperwork for the 2017 Explorer. It has never been registered to Thorntown. In researching our other

town owned vehicles I have found that the 2014 Charger has never been registered to Thorntown either. We have a fire vehicle that is still registered to Center Township.

-Can we check out the duct in Angie's office. It is barely blowing out heat and is cold in there.

-Amy added that I have sent an email to the SBOA requesting an audit in 2020 and providing them information regarding the penalties we have incurred.

### **Unfinished Business**

-Ladd Engineering - supplemental agreement and invoices regarding the Pearl St. and Franklin St. project. Ladd Engineering was requesting a "not to exceed" amount to increase to \$6500.00 in place of \$5,100.00. After review of the additional information Gary provided it was decided that we did not agree to pay \$425 for a CAD revision drawing. The Council agreed to accept an increase up to \$5,743.75 (which excludes the \$425.00). A motion was made by Sara to pay Gary Ladd now. A second was made by Carol. Motion passed 4-0.

-Next step -Waste Water project – still on hold to obtain land.

-Asset Threshold

-No one has come into the Clerk's office to register regarding the Grandfather clause regarding our Animal Ordinance. The citizens have 120 days from date of adoption which was October 21, 2019. With some discussion it was decided a notation needs to be posted on the website and the social media.

### **New Business**

-We need to begin the process of a Board of Zoning Appeals. We should consider starting this process in January 2020. Amy advised she will gather some information for us.

### **Comments/Concerns**

No comments or concerns

### **Claims were signed**

### **Adjourn**

Carol made a motion to adjourn at 8:46. Bruce made a second. Motion passed 4-0.

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Mark Garing  
Council President

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Koren Gray  
Clerk-Treasurer