

BOURBON TOWN COUNCIL MEETING

DECEMBER 8, 2020

A regular meeting of the Town Council for Bourbon, Indiana was held at 7:00 p.m. on Tuesday, December 8, 2020 with Council Members, Ward Byers, Les McFarland, Terry Clemens, Clerk-Treasurer Kimberly Berger and Attorney Alex Hoover present in person. The meeting was opened to the public and livestreamed via the Town of Bourbon Facebook page.

President Byers opened the meeting. Member McFarland made the motion to open the Public Hearing on the Sanitary Sewer Improvement Project, Member Clemens seconded the motion, and the public hearing was duly opened. Shannon McLeod of Priority Project Resources joined the meeting through Zoom to explain to the council and patrons the lift station replacement project and the slip lining of the sewer line collection systems. The total project cost is \$1,083,000.00 with the Town's portion of \$243,000.00 being paid through the wastewater operating fund. Ms. McLeod stated that it was her hope to have the application submitted before the end of December and that construction bids would be taken in the spring. Being there were no questions from the Council or patrons, Member Clemens motioned to close the public hearing. A second was made by Member McFarland and the motion passed 3 Ayes, 0 Nays.

MINUTES: Mr. McFarland made a motion to approve the minutes of the November 10, 16, 23, 30 and December 7, 2020 meeting, which was seconded by Member Clemens and carried by a vote of 3 Ayes, 0 Nays.

NEW BUSINESS: Shannon McLeod, of Priority Project Resources, presented the Four Factor Analysis which serves as a guide for determining language assistance for the wastewater project. Member Clemens motioned to adopt the Four Factor Analysis, Member McFarland offered the second and the motion carried 3 Ayes, 0 Nays. Resolution 2020-25 was presented authorizing application submission and the local match commitment. This resolution will also give Ward Byers and Kimberly Berger the authority to sign the grant forms moving forward. Member McFarland motioned to approve Resolution 2020-25, Member Clemens seconded the motion and the motion passed 3 Ayes, 0 Nays.

Resolution 2020-23 was introduced concerning 80 hours of paid sick leave for employees infected with Covid 19 or need to be absent to care for an immediate family member. McFarland motioned to accept, Clemens seconded the motion and it passed 3 Ayes, 0 Nays.

Salary Ordinance 2020-8 was presented for adoption. Member McFarland motioned to accept the salary ordinance as written, Member Clemens offered the second and the motion passed 3 Ayes, 0 Nays.

Custodial service contract was presented for approval. The contract consists of custodial services for the Matchett Event Center, Bourbon Park Pavilion, and the Town Hall in the amount

of \$9,000.00 for 1 year. Heather Chupp was approved to perform the services on a motion by Member McFarland, second by Member Clemens and the motion passed 3 Ayes, 0 Nays.

Road mileage certification was presented for approval. This certification authorizes additions to the town's mileage and aids in grant opportunities. Member McFarland motioned to accept as written, Member Clemens seconded, and the motion passed 3 Ayes, 0 Nays.

President Byers was pleased to announce that the Town of Bourbon was awarded the Community Crossings Grant Round #2 in the amount of \$209,898.62. The Town of Bourbon will provide a 25% match. President Byers publicly thanked Roger Terry and Kimberly Berger for their hard work to secure this grant and their continued efforts to our road infrastructure.

Heather Kasselmann of Colonial Life next appeared before the Council to showcase benefits that could be offered to the employees individually. She asked that the Council review the program and would like to offer insurance to the employees at a later date.

OLD BUSINESS: President Byers reintroduced Ordinance 2020-06 concerning golf cart registrations. Member McFarland motioned to suspend the rules and pass on the second and third readings. Member Clemens seconded the motion and motion passed 3 Ayes, 0 Nays. Member McFarland then motioned to approve Ordinance 2020-06 raising the golf cart registration from \$10.00 to \$20.00 per year, with a second coming from Member Clemens. The motion passed 3 Ayes, 0 Nays.

REPORTS FROM DEPARTMENT HEADS:

Ms. Berger asked for approval of claims #2820 - #2917 in the amount of \$355,495.50. Member McFarland motioned to approve the claims, Member Clemens offered the second and the motion passed 3 Ayes, 0 Nays. Ms. Berger noted to the Council she received the 1782 Statement from the Department of Local Government Finance and the 2021 budget was approved as advertised in the amount of \$1,529,470.00. Approval of Resolution 2020-24 to transfer \$50,000.00 from the General Fund to the Rainy-Day fund was motioned by Member McFarland, seconded by Member Clemens and passed with a vote of 3 Ayes, 0 Nays. Ms. Berger reminded the patrons that Large Trash Day will be Friday, December 18th this month.

Carl Amsden, Police Sergeant appeared next before the Council and offered his monthly report. Sergeant Amsden informed the Council of the new Public Safety Software that will be offered to the department through the Marshall County Sheriff's Office. The cost of this software for 2021 will be \$2,872.67 per year. Sergeant informed the Council that they will need to continue their CrimeSoft subscription until the new system is up and fully functioning. Amsden also informed the council of the engine problem with the 2012 Dodge Ram Truck that is used by our Police Reserve Officers. Quotes received for the replacement of the engine was close to \$10,000.00. Discussion ensued and Member McFarland thought it would be in the departments best interest to sell the vehicle. Member Clemens motioned to place the vehicle up for sale and to take sealed

bids until 4 p.m. on Friday, January 8, 2021. Member McFarland seconded the motion and the motion passed 3 Ayes, 0 Nays. Discussion on replacement of the vehicle will take place in January. Sergeant Amsden thanked the Council and employees for their concern during his recent hospitalization and Amsden was also thanked by the council for stepping up during the absence of Chief Martin.

Roger Terry, Street Department Supervisor, presented his activity report

Steve Stacy, Water/Wastewater Superintendent presented his activity report.

Zoning Department was not represented.

Mike Chapman, Fire Chief, stated that they had 15 calls in the month of November. He announced that the Department will be hosting a drive-thru visit with Santa on Saturday, December 12th from 1 – 3 pm at the Matchett Event Center. Chapman announced the slate of officers for 2021, Mike Chapman, Fire Chief, Assistant Chief Nic Lindsey, Secretary/Treasurer Annalyse Lindsey, Communications Officer John Gomola and Training Officer Chad Stepp.

Mr. Chapman asked approval or the purchase of some new fire hose and nozzles. The town's portion of the cost of the hose will be approximately \$1,750.00. He also asked to purchase a storage container to be used for training purposes in the amount of \$2,500.00. The council advised them to get bids and to present the information in January. Mr. Chapman advised the Council that they recently had purchased a 1" chimney hose and a piercing nozzle kit and are awaiting the grant proceeds for the strut.

TOWN ATTORNEY: Mr. Hoover informed the Council of a recent conference call with Karen Holm's attorney, Daniel Vanderpool. Hoover presented an agreement to the Council Members to review concerning the properties that is owned by Holm's. The agreement gives Holm's 6 months to improve the structures that she owns and make them habitable and sound structures. The Council asked Mr. Hoover to add to the agreement that she will allow inspections to the inside of the homes to make sure that the properties are in compliant.

PATRON'S COMMENTS: There were no patron's comments.

COUNCIL MEMBER COMMENTS: President Byers gave an update on the Old News Mirror Building owned by Byron and Eloise Smith. He was happy to announce that they have placed the building up for sale and that there has been interest in purchasing from several outside sources.

Member McFarland stated that Tim Harman of Harmony Communications has agreed to represent the Town of Bourbon on the Marshall County Economic Development Board. Member Clemens motioned to approve the appointment, Member McFarland seconded the motion and the motion passed 3 Ayes, 0 Nays. McFarland stated that the Council will be receiving quarterly updates from Mr. Harman on economic development concerning Bourbon.

ADJOURNMENT: Being no further business to come before the Council, Mr. Clemens made the motion to adjourn at 7:54 p.m., a second was offered by Member McFarland and carried by a vote of 3 ayes, 0 nays.

ATTEST:

Kimberly A. Berger, Clerk Treasurer

Ward Byers, President