



2021 Resident Information

Town Council

Bourbon’s governmental body consists of a three-member council each of whom are elected at-large to serve a four-year term. The terms are staggered with two members elected in even years and one elected in odd years. At the first meeting in January of each year, the council elects one council member president. This person serves as the chairperson for the council, setting agendas and leading meetings.

They also are responsible for appointing members to the Plan Commission, Board of Zoning Appeals, Redevelopment Commission. The elected and appointed officials are responsible for adopting ordinances and resolutions for Bourbon.

Council Members	Email	<i>Serving Since</i>	<i>Term Expires</i>	
Ward Byers	wbyers@bourbon-in.gov	2020	2024	President
Les McFarland	lmcfarland@bourbon-in.gov	2011	2023	Vice-President
Terry Clemens	tclemens@bourbon-in.gov	2020	2024	

Council Meetings

Town Council regularly meets the second Tuesday of the month at 7:00 p.m., 104 E. Park Ave. Meeting dates are posted. All regular meetings and work sessions are open to the public, Council meetings are also live streamed on Facebook. Agendas, minutes and other documents are available at town hall and copies may be requested by e-mail. If you would like to receive meeting notices via e-mail, e-mail the Clerk-Treasurer and request to be added to the distribution list. Minutes are also available on the Town website.

Clerk-Treasurer

The Clerk-Treasurer, elected in odd years to a four-year term, is responsible for the finances and record keeping of the town.

	<i>Phone</i>	<i>Email</i>	<i>Serving Since</i>	<i>Term Expires</i>
Kim Berger	574-342-4755	kberger@bourbon-in.gov	2004	2024

**Town Hall is located at 104 E. Park Ave.
Office hours are 8 a.m. to 4 p.m. Monday through Friday**

New Resident Checklist

The following may be helpful for those moving to Bourbon.

Emergency Alerts

follow us on Facebook for the latest information on what is going on in town. Look for Town of Bourbon.

Utilities

Water, Sewer, Storm, Trash and Recycling
Town of Bourbon Utilities 574-342-4755

Electricity
NIPSCO 800-464-7726

Local Phone
Frontier 260-330-9445

Cable
Mediacom 800-874-2624

Internet
Fourway 574-277-7720
Mediacom 800-874-2624
Surf Air Wireless 219-326-5252

Water Deposit

To set up water utilities, please come to the Bourbon Clerk Treasurer's Office at 104 E Park Avenue or call the office at 574-342-4755. There is a \$80 deposit for the water utility.

Utility Bills

Bills for water, sewer, storm water, and trash are sent out on the 10th of the month and due the 25th. Payments may be made in person at town hall during office hours, placed in the secure drop box to the left of the office door anytime, or mailed in. Payments also are accepted via online credit card payment through govpaynow.com which is linked on the Town of Bourbon website.

Residential Trash and Recycling

Trash pickup and recycling for single family homes is provided by contract with Republic Services. Residents are provided trash and recycling bins by Republic. Trash collected takes place every Friday; recycling is every other Friday. In the event of a holiday, trash pick up will be on Saturday. Please place your trash and recycling bins at the curb no later than 5 a.m. The bins should be at least five (5) feet apart with the handles facing toward your residence. Place all trash inside the container. Large trash pick up is the last Friday of the month. Please remove bins from the curb within 24 hours of collection.

Public Schools

For information on how to register your child in Triton School Corporation, please visit their website www.Triton.k12.in.us.

Golf Carts

Golf carts, as a form of transportation, are allowed on Bourbon streets provided the vehicles have the proper registration. Registrations may be obtained at Town Hall and are good for the calendar year. The registration fee is \$20.

Utility Vehicles

UTVs are allowed on Bourbon streets but must be registered with the Bureau of Motor Vehicles first and then the town. The registration fee is \$20.

Town Services

Parks and Recreation

The town operates two parks. Community Park is located on W. Sunset St and Westwood Park is located on W. Liberty St. The park is open from dawn until 11 p.m. and has a basketball court, playgrounds, pavilions, cornhole boards & a splash pad. Contact the Clerk-Treasurer for rental information at 574-342-4755.

Public Library

The Bourbon Public Library is located at 307 N Main Street. The library hosts many different family and children's events. For more information, call 574-342-5655.

Matchett Event Center

The town owns and operates an event venue at 805 N Harris Street. For rental information, contact the Clerk-Treasurer's Office. Real Services meals for seniors are also offered at this location.

Police Department

The Bourbon Police Department provides law enforcement for Bourbon around the clock and is located next door to Town Hall. The officer on duty can be reached anytime by calling dispatch at 574-342-3105 for non-emergency calls.

Contact		Phone	Email	Serving Since
William Martin	Police Chief	574-342-3105	wmartin@bourbon-in.gov	1998

EMS Department

Bourbon contracts Ambulance Service through Lutheran EMS which provides 24hr Paramedic Service to the Town.

Fire Department

The Bourbon Fire Department is a volunteer service. Located on N. Main St, the fire department serves Bourbon & Bourbon Township. If the department is called out, the siren will go off. Not to be confused with the tornado which will stay at one level for three minutes, the fire siren pitch will go up and down five times before stopping. When it does go off, please be aware of fire fighters trying to get to the station quickly from all areas of town.

Contact		Phone
Mike Chapman	Fire Chief	574-342-2345

FOR A POLICE, FIRE, or MEDICAL EMERGENCY, DIAL 911

Utilities Department

This department designs, builds and maintains key town infrastructure including roads and alleys, traffic signs, water treatment and distribution, sewer collection and treatment, storm drains and town facilities.

Brush and Leaf Collection – The street crew collects brush and branches placed at the curb (please do not place it in the street). In April/May and again in November, ending mid-December, the crew will collect leaves placed at the curb. Please do not mix branches and yard waste with leaves as it will clog the leaf vacuum. Grass clippings, weeds and other yard waste if not collected but may be taken to the Town Yard Waste Drop Off at the end of Ecker St. Contact the Clerk-Treasurer with any questions.

Christmas Trees – The street crew will pick up Christmas trees placed at the curb following the holiday season. Please be sure the tree is cleared of all decorations.

Contact		Phone	Email	Serving Since
Roger Terry	Street Superintendent	574-342-4755	rterry@bourbon-in.gov	1991
Steve Stacy	Utility Superintendent	574-342-4755	sstacy@bourbon-in.gov	2010

Town Wide Yard Sales

Bourbon promotes the annual town wide yard sale sponsored by the Bourbon Main Street Initiative held in July.

Building Department

Before you build, tear down, add or renovate a structure in town, please contact Chuck DeWitt, building commissioner for the Town of Bourbon and the Bourbon Zoning Area (jurisdictional area up to two (2) miles from town limits) for the current ordinance and building regulations or regarding planning and zoning concerns. Residents and registered contractors can apply for building permits for the Bourbon zoning jurisdiction online at <https://permits.schneidercorp.com>. The current Bourbon Zoning Ordinance is available online at www.bourbon-in.gov.

Contact		Phone	Email	Serving Since
Chuck DeWitt	Building Commissioner	574-342-4755		

Get Involved in Town Government

Attend town meetings. The town council, plan commission, board of zoning appeals, and redevelopment commission meet at least once a month to conduct business and discuss issues. All of them are open to the public and available for the public to view and participate virtually. Most meetings include time specifically for public comment. Meeting schedules are on the town's website and posted at town hall. Recent meeting minutes are available on the website and at the town hall for viewing.

Share your views, comments, or ideas with Town Council Members or Clerk-Treasurer.

Serve on a board or commission. Members of the plan commission, board of zoning appeals, redevelopment commission are appointed by the town council. If you are interested in serving, contact town hall for more information.

Register to vote. Voter applications are available at town hall or the Marshall County Clerk's Office in Plymouth. You also can download information from the Indiana Secretary of State's office at www.in.gov/sos/elections/2398.htm.

Contact Information and Links

Marshall County Resources

Marshall County Building, 112 West Jefferson, Plymouth www.co.marshall.in.us

Assessor's Office	574-935-8525	Clerk's Office	574-936-8922
Auditor's Office	574-935-8555	Voter Registration	574-936-8922
Building Inspector	574-935-8531	Solid Waste Management	574-935-8618
Marshall County	574-935-8499	Ryan Schori	574-342-4875
Economic Development Corp		Bourbon Township Trustee	

Other Local Agencies/Organizations in Bourbon

Bourbon Public Library	307 N Main Street	574-342-5655	
Triton School Corporation	100 Triton Dr,	574-342-2255	www.triton.k12.in.us
United States Post Office	221 N. Main St	574-342-3175	

Indiana Resources

www.in.gov

Department of Natural Resources	877-463-6367	www.in.gov/dnr	
Bureau of Motor Vehicles	888-692-6841	www.in.gov/bmv	Local Branch: 2936 Miller Drive, Plymouth