

## BOURBON TOWN COUNCIL MEETING

JANUARY 9, 2024

A regular meeting of the Town Council for Bourbon, Indiana was held at 6:00 p.m. on Tuesday, January 9, 2024, with Council Members, Les McFarland Terry Clemens, Jonah Best, Clerk-Treasurer Kimberly Berger, and Attorney Alex Hoover present in person. The meeting was opened to the public and livestreamed via You Tube.

### PLEDGE OF ALLEGIANCE

MINUTES: Member Best made a motion to approve the minutes of the December 12, 2023, meeting, Member Clemens seconded and carried by a vote of 3 Ayes, 0 Nays.

COUNCIL REORGANIZATION: Member Clemens nominated Les McFarland as President, Member Best seconded the nomination and it passed 3 Ayes, 0 Nays. President McFarland nominated Terry Clemens to serve as Vice President, Member Best offered the second and the nomination passed 3 Ayes, 0 Nays.

Member Clemens motioned to approve Town Attorney Alex Hoovers contract for 2024. Member Best offered the second and the motion passed 3 Ayes, 0 Nays.

Member Clemens motioned to retain Chief William Martin as Police Chief. Member Best offered the second and the motion passed 3 Ayes, 0 Nays.

Member Best motioned to retain Roger Terry as Public Works Superintendent for 2024. Member Clemens offered the second and the motion passed 3 Ayes, 0 Nays.

OLD BUSINESS: The addition of a solar panel ordinance that was tabled in December of 2023, was discussed again after a meeting of the Plan Commission on Monday, January 9, 2024. The Plan Commission added more detail to their original plan and had sent the information to Attorney Hoover for review. Member Clemens asked if the future ordinance would encompass the 2-mile zoning, and Ms. Schaetzle assured him that it would. A potential ordinance will be ready for review at the February 2024 meeting.

NEW BUSINESS: Heather Chupp's contract for custodial services for the Town of Bourbon was introduced for renewal. Member Clemens motioned to approve as presented, Member Best seconded and passed with a vote of 3 Ayes, 0 Nays.

The 2024 Bourbon Fire Department was presented for approval. Member Clemens motioned to approve, Member Best seconded and it passed with a vote of 3 Ayes, 0 Nays.

President McFarland presented letters of resignation from Anna Gilsinger from the Board of Zoning Appeals and Jonah Best from the Plan Commission. Member Clemens motioned to

accept the resignations with thanks for serving, President McFarland offered the second and they passed with a vote of 3 Ayes, 0 Nays.

Employee Liaison appointments are as follows; Bourbon Police Department, Les McFarland, Utility and Street Department, Terry Clemens, Bourbon Fire Department, Plan Commission and BZA is Jonah Best. This appointments will rotate every 6 months.

President McFarland was appointed to serve on the EMA Advisory Board with Member Clemens motioning to approve, Member Best offering a second and passed with a vote of 3 Ayes, 0 Nays.

Clerk-Treasurer Berger asked that the appointment to One Marshall County be tabled at this time.

President McFarland stated that the Redevelopment Commission will remain the same for 2024 with members Jason Lemler, Athena Stenstrom, Bobby Goodman, Robert Firestone and McFarland serving. President McFarland stated that a non-voting member has not been appointed from Triton School Corporation. Member Clemens motioned to approve, Member Best seconded and passed with a vote of 3 Ayes, 0 Nays.

Anna Gilsinger and Carl Amsden were appointed to the Plan Commission. Spencer Standley was reappointed to the BZA and Melea Hoffer was appointed to the BZA with a motion from Member Best, a second from Member Clemens, and passed with a vote of 3 Ayes, 0 Nays. Anna Gilsinger was also appointed to the Technical Review Committee on a motion from Clemens, second by Best with a vote of 3 Ayes, 0 Nays.

Greg Hildebrand of Marshall County Economic Development was present to ask that Patti Kitch be appointed as the Town's representative to their Board. Member Best motioned to approve, Member Clemens seconded and passed with a vote of 3 Ayes, 0 Nays.

Member Clemens brought up the issue with parking in the downtown area. The current situation has many apartment tenants parking on the street and not in spaces that are supposed to be provided by their landlords. Discussion ensued on making changes to the current ordinances with the possibility of making the parking spaces on Center Street from Bourbon Street to Harris Streets and along Main Street from Quad Street to Park Avenue no overnight parking from 1 a.m. to 6 a.m. Patron Anna Gilsinger stated that in order for a commercial business with a possibility of 4 apartment units or more to be able to receive a state release for a project, the State does take in consideration downtown parking spaces before issuing a release.

Patron Jeff Worsham questioned the vacant building located at 112 N. Main Street and the condition of the property. Council advised Mr. Worsham that the Town has been working with the property owners for awhile to get this property brought up to code. Attorney Hoover was asked to send correspondence to the owners on updates to the building.

REPORTS FROM DEPARTMENT HEADS: Ms. Berger asked for approval of claims 6041-6123 in the amount of \$634,514.14. President McFarland motioned to approve the claims, Member Best offered the second and the motion passed 3 Ayes, 0 Nays.

Clerk-Treasurer Berger asked for approval of Pay App #8 for Crosby Construction in the amount of \$302,550.30. Member Clemens motioned to approve Pay App 8, Member Best seconded and passed with a vote of 3 Ayes, 0 Nays.

Clerk-Treasurer Berger asked for approval of Change Order #2 for Crosby Construction in the amount of \$1,705.00. This change order was for conditions/locations existing with the current sanitary sewer lines. Member Best motioned to approve, Member Clemens seconded and passed with a vote of 3 Ayes, 0 Nays.

Berger asked for approval of 50% pay to Priority Project Resources in the amount of \$21,250.00 for monitoring of Union wage and financial management for the Water plan project. Member Clemens motioned to approve, Member Best seconded and passed with a vote of 3 Ayes, 0 Nays.

Berger stated that with the construction of the water plant, and the old plant having a Center Street address, she asked for permission to rename the Street and assign an address to the new facility due to issues with NIPSCO. The new address will be 407 E. Mill Street. Member Best motioned to approve, Member Clemens seconded and passed with a vote of 3 Ayes, 0 Nays.

Ms. Berger presented end-of-year transfers, 2024 Fund balances and appropriations for review. She also presented Resolution 2024-01 which transferred general fund balances to the Rainy Day Fund in the amount of \$56,349.81.

Berger also stated that the EPA lead/copper information was mailed out to homeowners for their response to the type of lines entering into their homes. She stated that any homeowner that needs assistance to identify the type of lines to please call the office for clarification or help. Berger advised the Council that the installation of the filter at the new water plant was postponed until Tuesday, January 16<sup>th</sup> due to windy conditions on the originally scheduled date.

Chief Martin submitted the Police Department's monthly and yearly report. Martin asked for permission to add Doug Nordman and Steve Frick to the Reserve roster. Member Clemens motioned to accept, Member Best seconded the motion, and it passed 3 Ayes, 0 Nays. Chief Martin stated that Prater, Vermillion and Berry started the academy on January 8<sup>th</sup>. He also stated that Smith and Sumpter, Reserve members, started the Reserve Academy on January 10, 2024.

Roger Terry submitted the activity reports for the street and utilities department. Terry asked to amend the traffic sign ordinance. Terry feels that all the current yield signs need to be changed over to stop signs. Terry was advised to send that information to Attorney Hoover. Terry also asked for permission to apply for the Community Crossings grant which has a deadline of

January 31, 2024. Member Clemens motioned to approve, Member Best offered the second and the motion passes 3 Ayes, 0 Nays.

Susie Schaetzle, Zoning/Planning office provided her report to the council and gave a public update. Schaetzle stated that the Plan Commission has been working on the solar panel ordinance and that the BZA recently had a public hearing to approve an accessory building on a parcel with no homestead in our 2-mile zoning area.

Chad Stepp, Fire Chief, advised the council that the department had 7 calls; 5 medical assists, 1 accident and one disregard.

TOWN ATTORNEY: Mr. Hoover advised the Council of an upcoming trial date for Karen Holms on March 4, 2024. Mr. Hoover stated that he would only need Clerk-Treasurer Berger to be at the trial, however, her attorney is hoping to settle before the trial date.

PATRON'S COMMENTS: There were no patron comments.

COUNCIL MEMBER COMMENTS: Member Clemens welcomed Jonah Best to the Council

ADJOURNMENT: Being no further business to come before the Council, Member Clemens made the motion to adjourn at 6:55 p.m., a second was offered by Member Best and the motion carried by a vote of 3 Ayes, 0 Nays.

ATTEST:

  
Kimberly A. Berger, Clerk Treasurer

  
Les McFarland, President