MINUTES OF MEETING OF TOWN COUNCIL
TOWN OF BOURBON, INDIANA
March 10, 2026

The Town Council of the Town of Bourbon, Indiana, met in regular session at 6:00 p.m. on Tuesday, March 10, 2026, at the Bourbon Town Hall pursuant to notice previously published. Council Members Jonah Best, Les McFarland and Terry Clemens were present. Also present were Kimberly Berger, Clerk-Treasurer; Chief Bill Martin, Police Department; Chief Chad Stepp, Fire Department; Roger Terry, Superintendent of Public Works; Susie Schaetzle, Plan Director and Anthony Wagner, Town Attorney.

PLEDGE OF ALLEGIANCE: The Council recited the Pledge of Allegiance.

MINUTES: Mr. Clemens made a motion to approve the minutes of the February 10, 2026 meeting, which was seconded by Mr. McFarland and carried by a vote of 3 ayes, 0 nays.

OLD BUSINESS: No old business was brought before the Council.

NEW BUSINESS: Nelson Chipman appeared before the Council on behalf of the America 250 Committee and described the project. He invited the Bourbon Community to participate in and attend a special parade on July 4, 2026 in Plymouth. The Council thanked Mr. Chipman for his presentation.

Mr. Wagner told the Council that he had prepared Ordinance 2026-4 to approve the re-zoning of a parcel located at 307 S. Washington Street in Bourbon, based upon the Plan Commission's positive recommendation at its March 9 meeting. Mr. Best asked Ms. Schaetzle if the lot size would allow a second duplex, and Ms. Schaetzle explained that a second duplex could not be built without another application to the Plan Commission. At the conclusion of discussion, Mr. McFarland made a motion to approve Ordinance 2026-4, which was seconded by Mr. Clemens and carried by a vote of 3 ayes, 0 nays.

Mr. Wagner briefly explained that he had misunderstood the request for the virtual appearance ordinance and had prepared a version for the Council. He told the Council that it was not as useful due to the three-member composition of the body and some of the statutory requirements for in-person meeting attendance. The Council discussed the application of the ordinance for the Plan Commission and the BZA. They asked Mr. Wagner to prepare versions of the ordinance for those bodies to consider but took no action on the ordinance for the Council.

DEPARTMENT HEAD REPORTS:

Ms. Berger submitted the docket of claims for numbers 8302 – 8347 in the amount of $226,099.75. Mr. Clemens made a motion to approve the claims as submitted, which was seconded by Mr. McFarland and carried by a vote of 3 ayes, 0 nays.

Ms. Berger presented the 2025 RDC report and told the Council that the Redevelopment Commission had revenue of $40,654.16 against expenses of $78,550.00, leaving a remaining balance of $100,907.10 in its fund. Ms. Berger gave Mr. McFarland a copy of the report to present at the next Redevelopment Commission meeting.

Ms. Berger told the Council that Stafford Solid Waste Services had contacted her to request a change of procedure regarding large item pickup. She explained that they asked for residents to call in advance when they had larger items to be collected. Mr. Best expressed concern that it placed additional burdens on residents for a service that they were already paying for and asked if there was any sort of online request portal. The Council asked Ms. Berger to contact Stafford to find alternatives for submitting the information online.

Ms. Berger asked the Council if they would approve a day rental of the Matchett Center for the Triton Education Foundation's annual auction that she said would take place on April 4, 2026. The Council asked her to proceed with the donation.

Ms. Berger told the Council that Mr. Walsh could not attend the meeting but had asked her to report that hydrant flushing would begin at the end of March and carry on through the second week of April.

Mr. Clemens asked Ms. Berger if a time had been set for the Easter egg hunt yet, and Ms. Berger replied that it had not. The Council fielded several public questions about the large trash pickup process.

Chief Martin submitted his report on behalf of the Police Department and told the Council that he was catching up after returning from his leave. The Council discussed the state of repairs of the department's vehicles.

Mr. Terry submitted his report on behalf of the Public Works Department and requested authorization to purchase a pipe storage rack. He explained that his quote for the rack would cost $2,859.00 and come from the storm and sewer budget. After discussion, Mr. Clemens made a motion to approve the purchase of the pipe storage rack, which was seconded by Mr. McFarland and carried by a vote of 3 ayes, 0 nays.

Chief Stepp appeared on behalf of the Fire Department and told the Council that the Department had 5 calls since the last meeting. He also told the Council that the Department would host another open house for the public in June. Mr. Clemens asked if the Department had ordered the tank-filling device, and Ms. Berger replied that she was waiting on Marshall County's part of the funding first.

Ms. Schaetzle told the Council that the Plan Commission had also approved a minor subdivision. The Council asked Mr. Wagner to clarify whether the Council needed to approve that decision. Mr. Wagner told the Council that he did not believe that their approval was required, but he would have a clearer answer prior to the April meeting. Ms. Schaetzle reported that the BZA could not get a quorum and did not meet. She also told

the Council that she and Mr. Wagner had discussed moving the Plan Commission and BZA meeting dates to allow for more time between subsequent Council meetings.

TOWN ATTORNEY: Mr. Wagner told the Council that he had prepared a more-detailed promissory note for the Police Department to use with newly-trained officers, but that it was not designed for continuing education. The Council discussed the nature of continuing education for its officers. Mr. McFarland asked whether the note could be used to add equipment that was specifically tailored to each officer. Mr. Wagner said that he would make adjustments to the form for future use.

PATRON COMMENTS: Spencer Standley appeared and expressed support for the virtual meeting ordinance to be adopted by the BZA. He also suggested that Stafford develop a QR code for large trash pickup requests.

Drew Westafer asked about the location of the duplex, which the Council explained.

Stephen Fink appeared on behalf of the America 250 Committee and asked for the Council's help to promote its events at other Town events.

COUNCIL COMMENTS: Mr. McFarland thanked Ms. Berger for the RDC report.

ADJOURNMENT: Mr. Clemens made a motion to adjourn the meeting, which was seconded by Mr. McFarland and carried by a vote of 2 ayes, 0 nays.

ATTEST:

Kimberly Berger,
Clerk-Treasurer, Town of Bourbon

Jonah Best, President