

**Monrovia Town Council Meeting
February 28, 2023
140 E. Main Street (Municipal Building),
Monrovia, IN 46157**

The meeting was called to order at 6:30 pm by Town Council Vice President Kevin Collier, immediately followed by the pledge of allegiance.

Attendance:

Present at the meeting: Kevin Collier, VP, At-Large; Carol Youngblood, District 1; Loren Moore, District 2; Dustin Kaufman, District 3; and Danny Chenault, Clerk-Treasurer. Absent from the meeting was Philip Fowler, President, District 4

Guests/Citizens: Brian Haggard, Thomas & Taylor Dennis, Don Harris, Ed Olleman, Michael Conner, Kyle Binhack

Additional Attendees: Shawn Massingale & Brianne Campbell (WWOC), James Wisco (FP&W), Allan Gallagher (Triad Associates), Kim Merideth & Dean Mayfield (Mayfield Insurance), Cora Collier (Park & Rec Board), Bradley Dove (DLZ Indiana)

Meeting Minutes:

- Council member Moore moved that the January 24 Council meeting minutes be approved as presented, seconded by Council member Kaufman. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.
- Council member Youngblood moved that the February 16 Memoranda of Executive Session be approved as written, seconded by Council member Moore. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.

Claims & Bank Reconciliation: Council member Moore made a motion to approve the January bank reconciliation and February claims docket. Council member Youngblood seconded the motion. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.

Public Comment: None

Old Business:

Insurance Coverage for Town Police – Off Duty Employment: Mayfield Insurance representatives Kim Merideth and Dean Mayfield discussed with the Council their recommendations regarding required documentation/processes if the Town Council decides to allow police department employees to perform off-duty employment utilizing their police powers. Sample documents provided by both Mayfield Insurance and the Town attorney, Jim Wisco will be used to create the necessary documentation.

Results of Town Logo / Motto Contest: The Clerk-Treasurer provided the results of the contest voting that occurred immediately following the January 24th Council meeting. Because there was a tie for 1st place for the logo, the Clerk-Treasurer requested that the Council consider awarding 2 first place winners for the logo and a winner for the motto, each to receive \$100.00

in contest prize money. Council member Moore moved that the prize money be awarded in this manner, seconded by Council member Kaufman. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.

New Business:

Consider Which Fund to Pay Monthly Mortgage Payment for new Government Center:

The Council reviewed options within the 2023 budget for 11 monthly payments in 2023. Following a recommendation from the Clerk-Treasurer that the mortgage payments be paid for by the EDIT Fund (4436001380) due to \$30K being appropriated in that fund for the new center, Council member Youngblood moved that it be approved as recommended. Council member Moore seconded the motion and it was approved with **All in favor (4 Aye / 0 Nay)**.

Meeting with Hendricks Regional Health: The Council was advised that the Plan Administrator and Clerk-Treasurer had met recently with the Business Analyst from HRH and provided him with requested information regarding approved/planned residential and commercial growth in the Town.

Occupation of New Government Center – Next Steps: The Council reviewed a written plan provided by the municipality staff that focused on immediate next steps that were needed to facilitate occupation of the new center. Council member Moore moved that the submitted request/plan be approved, seconded by Council member Kaufman. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.

Security Quotes for New Government Center: The Council was provided 2 quotes:

- Nelson Alarm
- Anderson Video Security & Alarm

Council member Youngblood requested that the matter be tabled until the next scheduled meeting so that the Council could review the quotes in detail. Council member Moore seconded the motion, and the matter was tabled with **All in favor (4 Aye / 0 Nay)**.

Plans for Current Town Hall: The Council was advised that, per the lease agreement, the Town is required to provide a minimum of 90 days' notice if the lease agreement is to be terminated.

Community Events: Easter Egg Hunt – April 8th, and Community Block Party – June 10th, both hosted by Carpenter Realtors.

2022 Annual Financial Report: The Council reviewed the draft AFR document that had been provided to them on 2/21/23. Council member Kaufman moved that the AFR be submitted in Gateway as prepared, seconded by Council member Youngblood. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.

Police:

- Town Marshal Wright provided a department update.

- The Marshal requested that the Council consider switching an active Verizon Mi-Fi to a shared cell phone for department use. The Clerk-Treasurer reported that there were sufficient monies appropriated in the Public Safety-Communications fund to cover the cost for the remainder of the budget year 2023. Council member Youngblood moved that the request be approved utilizing line item 2240001320 to pay for the additional cost of \$10.00 per month. Council member Moore seconded the motion. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.
- Marshal Wright requested that the Council consider approving the hire of the 4 previously interviewed Reserve Officer candidates. The council stated that they did not want to move forward with hiring the candidates and requested that the Marshal recruit additional candidates for hiring consideration. The Marshal reported that he had 4 additional candidates for the Council to interview. The Council set an Executive Session date of March 15, 2023 at 6:30 pm at the Town Hall to conduct the interviews.
- The Council was advised that additional body armor was going to be needed to support expiration of current equipment and outfitting newly hired officers. At least 3 vests are needed, at an estimated cost of \$700 ea. The Clerk-Treasurer reported that there were appropriated uncommitted funds in the Riverboat Revenue Sharing Fund (2235001450) and the CCI Fund (4401001380) which would cover the costs. Council member Moore moved that the 3 vests be purchased using the Riverboat Revenue Sharing Fund, seconded by Council member Kaufman. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.
- The Marshal requested approval to conduct a formal bid process for a Town Towing Service. Council member Moore made a motion to approve the request and that a bid proposal document be available for Council review at the next regular scheduled meeting. Council member Youngblood seconded the motion. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.
- There was additional discussion regarding the status of / need for established ordinance violation fees, procedures, etc. The Town attorney will research the feasibility of the Town establishing an interlocal agreement with the Town of Mooresville

Plan Commission / BZA:

- The Council was provided a copy of the PC minutes from the February 13, 2023 meeting. Included in the minutes was a favorable recommendation to the Town Council that the owner(s) of the property at 155 E. Main Street be required to acquire a building permit within 90 days and subsequently be required to complete the rebuild/refurbish of the structure NLT 12/31/2023.
- The owner of the property cited above, Kyle Binhack, presented concerns regarding the timeline proposed by the Plan Commission. Following extensive discussion between Mr. Binhack, the Council, and the Town attorney, which included discussion regarding other properties in a perceived similar state of dis-repair, Council member Kaufman moved that Mr. Binhack be required to obtain a building permit within 90 days and that the required work be completed NLT one year after the permit is obtained. **With no second to the motion being received, the motion died.**
- Michael Conner stated that unilateral enforcement of the newly adopted UDO is required.

Sewer:

- WWOC President Massingale provided a written department report.
- Following a review of the revised Agreed Order from IDEM, Council member Youngblood moved that the lowered citation amount of \$9,093.00 be paid and the revised Agreed Order be signed. Council member Moore seconded the motion. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.
- Mr. Massingale notified the Council that an individual referred to the Town by Triad Associates had provided a quote to rebuild the inoperable blower. The quote required that most of the cost be provided up-front. The Council requested that the individual be more thoroughly vetted before considering approving the quote and paying for the work.
- Mr. Massingale reported that ATEC had completed their analysis of the WWTP electrical system. Their findings were that the system needs an upgrade. W.W.O.C. will seek a quote from ATEC for the electrical upgrade.

Streets:

- The Town Marshal and Council requested that consideration be given to making N. Water Street (from SR 42 to Pray Street) a one-way street with the direction of travel being N. to Pray. The Council requested that a public hearing be scheduled for March 28, 2023 to receive community/resident input.
- Responsibility for Paved Area behind Sunoco Gas Station running N/S to Pray Street. Residents Thomas & Taylor Dennis requested that the Town agree to maintain the paved area in question, as they believe that it is an alley. Following discussion and a review of Elevate, the Council was all in agreement that the paved area was not an alley and that the properties to the east and West abutted the area in question. As such, maintenance of the paved area is the responsibility of the property owners. The Council unofficially recommended to the Harris' that they consider obtaining a surveyor to officially establish the property lines.
- The Clerk-Treasurer requested that the Council consider establishing a Public Works Committee. Currently, functions normally associated with a Public Works department/Committee, i.e., street signs, traffic signs, road maintenance, snow removal, lawn care, etc., are being handled by the Clerk-Treasurer. Council member Kaufman moved that the committee be established, seconded by Council member Moore. **All were in favor (4 Aye / 0 Nay)**, and the motion passed. Council member Kaufman offered to represent the Council on the Committee. 2-3 additional appointees will be sought.

Parks & Recreation: P&R Board President Cora Collier addressed the Council with the following topics:

- Requesting Council approval of a waiver of the political affiliation requirement for Park Board members. The waiver is requested because 3 of the 4 primary Park Board members are affiliated as Republican. Council member Youngblood moved that the waiver be approved, seconded by Council member Moore. **All were in favor (4 Aye / 0 Nay)**, and the waiver was approved.
- Park Board President Collier advised the Council that in the most recent Board meeting, the Park Board requested that the council consider establishing a Park Impact fee for new residential and commercial construction in the Town. Town EDC Committee Chair Michael Conner stated that he would discuss the matter with the Morgan County

Economic Development Corporation, and attorney Wisco stated that he would research what establishing the fee would entail.

- Board President Collier stated that in the Board's most recent meeting, residents adjacent to the property at 270 W. Pray Street notified the board that, when the home was demolished on that property, the Town had not removed the septic tank and possibly not covered/removed the dry well. The Park Board requested that the Council consider having the septic tank and dry well taken care of before bids are solicited to pave the property for a Park parking lot. Additionally, the Board requested that the existing sewer lines be extended to the 4-acre park property so that it is available if/when restroom facilities are built. W.W.O.C. President Massingale stated that he could contact AA Septic for that work and obtain a quote. Council member Moore moved that the quote from AA Septic be obtained, seconded by Council member Kaufman. **All were in favor (4 Aye / 0 Nay), and the motion passed.**


Additional Business:

- Farm Cash Lease Agreement: Bids will be solicited to farm the Town property adjacent to the wastewater treatment plant. The prior awarded bid expired as of 12/31/2022. A public notice will be published in the papers seeking sealed bids to be received NLT 27 March 2023. The Council will open all sealed bids at the March 28 meeting and award a bidder the lease for up to 3 years.
- Amr Galloway (Triad) report to the Council that he had driven the business parks in Hendricks County from which we receive wastewater flows from. His findings were that there may be up to 4 facilities that are in operation that the Town has not been paid the Tap fees for. The information will be provided to the President of Triad Associates, who will calculate the EDUs for the facilities. From those calculations, the Clerk-Treasurer will create and distribute invoices to HCRSD for the delinquent tap fees.

With no additional business to discuss, Councilmember Youngblood moved that the meeting be adjourned, seconded by Council member Kaufman. All were in favor (4 Aye / 0 Nay), and the meeting was adjourned at 8:35 pm.



Kevin Collier
Monrovia Town Council

Attest:


Danny Chenault, Clerk-Treasurer
Town of Monrovia