

Monrovia Town Council Meeting
January 23, 2024
60 S. Marley Way, Monrovia, IN 46157

The meeting was called to order at 6:30 pm by Town Council President Philip Fowler, immediately followed by the pledge of allegiance and a prayer.

Attendance:

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

Guests/Citizens: Ashley Kaufman, Maria Chenault, Ed Olleman, Bill Chapple, Tammy Everett, Lorraine Cardoza, Ricky Cardoza.

Additional Attendees: Allen Galloway (Triad Associates), Cora Collier (Park Board), Matt Wright (Town Marshal), Michael Conner (RDC).

Election of Officers: President Fowler opened the floor to nominations for Town Council President & Vice President. Member Moore moved that Dustin Kaufman be elected Council President and Kevin Collier be elected Council Vice President. There was not a second to the motion(s). Member Kaufman moved that VP Collier be elected Council President, seconded by member Youngblood. With no other nominations for Council President, a vote was taken with three in favor and two abstaining (Moore & Fowler). President Collier moved that member Youngblood be elected as Council Vice President, seconded by member Moore. With no other nominations, a vote was taken with four in favor and one abstaining (Fowler).

Meeting Minutes:

Council member Moore moved that the December 19, 2023 Meeting Minutes and the January Claims Docket be approved as written, seconded by Council member Kaufman. **All were in favor (4 Aye / 0 Nay)**, and the motion passed.

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

Public Comment: None.

Old Business:

Electronic Message Board: The electronic message board, made partly possible by a \$6,000 grant from the Community Foundation of Morgan County, was installed on 23 January. There is a problem with the electricity to the structure housing the board, and an electric repair company has been contacted.

New Business:

Total Solar Eclipse Planning: The Council was provided a copy of the Town Plan for the Total Solar Eclipse, the draft letter to local businesses, and the communication that is being published repeatedly on the Town website, Facebook, MonroviaConnect, etc. Our Eclipse Coordinator

(Maryanne Taylor) will be attending the scheduled TSE Coordination Meeting for Morgan County on 1/24/24. Several Council members voiced concern that our school district was blocking all access to the school campus the weekend prior to and day of the eclipse, as the school parking lots are the primary large volume viewing areas within the Town limits.

Signage at SR 39 / SR 42 Entrances to Town: The Township Trustee (Mike Marsh) is having four (4) Monrovia logo signs being manufactured. One each sign will be placed at SR 39 North and South end of Town, and one each will be placed on SR 42 at the East and West end of Town. The Township is seeking entities/organizations to purchase the signs, which have an estimated cost of \$3,500 each. Council VP Youngblood moved that the Town purchase one sign and that it be paid for from the Rainy-Day Fund (2236001390). Council member Kaufman seconded the motion. The motion passed with **all in favor (4 Aye, 0 Nay)**.

Consider Establishing a Charge for Insufficient Fund Fees for Wastewater Utility

Payments: The Council discussed the increasing number of bank fees being levied against the Town for these fees, with no penalties / processing fees being levied against the customers in question. Following discussion, Council member Kaufman made a motion that a \$30.00 fee be established, seconded by Council member Moore. **All were in favor (4 Aye / 0 Nay)**, and the motion passed. The Ordinance to establish the fee will be presented at the February 27th Council meeting.

Consider Amendment to the 2024 Wage and Compensation Ordinance (#2023-10): The Town Manager / Acting Clerk-Treasurer presented a draft amendment to Ordinance 2023-10 wherein the position of Administrative Assistant is created. The position will be \$15.00 per hour. The Admin Assistant will assist the Town Manager / Acting Clerk-Treasurer while in training for the position of Clerk Treasurer. Council VP Youngblood asked if the Morgan County GOP Chair had been communicated with / approved of the plan. Because she had not, the Town Manager will advise the GOP Chair of the Clerk-Treasurer training plan and advise the Council of the response. Council President moved that the amendment to Ordinance 2023-10 be approved as written, seconded by Council member Moore. The motion passed with **all in favor (4 Aye / 0 Nay)**.

Festival Association – Holiday / Christmas Committee Forming: The Monrovia festival Association is forming a Holiday / Christmas Committee to plan and hold holiday events for the townspeople. They would like Town Council participation on the Committee. Council VP Youngblood volunteered to represent the Town Council.

Open Seat on the Monrovia Plan Commission: Two applications have been received for the open Plan Commission seat. The Council reviewed both applications. Following a brief discussion, Council member Kaufman moved that Lori Choate fill the seat, seconded by Council VP Youngblood. **All were in favor (4 Aye / 0 Nay), and the motion passed.** The Town Manager asked if the Plan Commission seat historically filled by the Town Council President would now be filled by Council President Collier. The Council and PC Vice-President Conner answered in the affirmative.

Police:

- Town Marshal Wright provided a department update, including the number of calls responded to by Town police in the last month.

Plan Commission / BZA:

- Several documents were distributed, for information purposes only.

Sewer:

- The monthly report from WWOC was provided to the Council.
- Council President Collier provided a brief overview of recent actions/activity by WWOC.
- An update regarding the equipment upgrades to the WWTP was distributed to the Council.

Parks & Recreation:

- Park Board President Collier provided an update on all recent Park & Recreation Board activities.
- The Park Board requested that the Town Council consider establishing three (3) identified Town-owned properties as Green Spaces. According to the recently adopted Green Space Ordinance, a Resolution is required to establish the specific Green Space locations. Council member Kaufman moved that a Resolution be drafted to designate the three properties as Green Spaces, seconded by Council VP Youngblood. **All were in favor (4 Aye / 0 Nay).** The Town Manager will draft a Resolution to be presented at the February 27th Council meeting.
- Request for Additional Funding: The Parks & Recreation Board closed out budget year 2023 with \$4,100 in unexpended Park Repair & Maintenance funds. Based on projected expenditures for budget year 2024, Board President Collier requested that the Council either additionally appropriate \$4,000 for Park Board use, or earmark \$4,000 in appropriated funds from another fund. Acting Clerk-Treasurer Chenault recommended that the Rainy-Day Fund (#2236) be utilized for this purpose. Council VP Youngblood moved that the request be approved and that \$4,000 in Rainy-Day funds be reserved for use by the Parks & Recreation Board. Member Kaufman seconded the motion and **it passed with 4 Aye and 0 Nay.**
- Wetland Study Requirement & Cost: The Council was advised that IDEM and the USACOE were requiring that a new Park wetlands study be completed, because the previous one had expired. With limited funds appropriated in 2024, Board President Collier requested that the Town Council pay for the required study from a fund other than the Parks & Recreation Fund. Council VP Youngblood motioned for approval and that the costs be expended from the Economic Development Income Tax Fund (#4436001310) – Professional Services, seconded by Member Kaufman. **All were in favor (4 Aye / 0 Nay),** and the motion passed.
- Park Grand Opening & Community Block Party: The Park Board will discuss with Carpenter Realtors the possibility of conducting both events at the same time/date.

Redevelopment Commission:

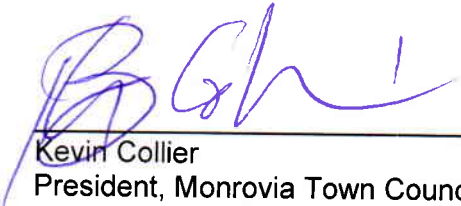
- Redevelopment Commission President Michael Conner provided an update on activities of the RDC.
- The Council was provided with a draft Ordinance (for review/information only) establishing a Department of Economic Development. A public hearing notice will be published and the matter will be considered by the Council at the meeting scheduled for February 27th.
- The Council was provided with an Expense Reimbursement between the Town and GDI Holdings, LLC. The agreement outlines responsibilities associated with legal, financial, and other consulting costs relating to the planned Economic Development Area, TIF District, Tax Abatement, and other matters. Member Kaufman made a motion that the Town Executive be authorized to sign the agreement, seconded by Member Loren Moore. The motion passed with 3 Aye and 1 Abstain (Youngblood).

Public Works Committee:

- The Council was provided with an update regarding the SR 39/42 Road Improvement Project and the proposed SR 39/42 Intersection Improvement Project. Plan Commission VP Conners requested that it be determined if the SR 39/42 Project would hinder the Town Annual Festival, scheduled for 6-8 September 2024.
- There was discussion regarding the need for either signage or speed bumps/humps on Pray Street to alert vehicle traffic to increased pedestrian volume, bicycle riders, etc., travelling to and from the Park property.

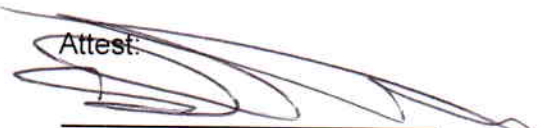
Additional Business: A Quote for \$22,436 from Gluff Plumbing was provided to the Council for their review and consideration. With that being the only quote received, the Council determined that at least one additional quote is needed, and the Gluff Plumbing quote was tabled.

With no further business to discuss, Council member Kaufman moved that the meeting be adjourned, seconded by Council VP Youngblood. **All were in favor (4 Aye / 0 Nay)**, and the meeting was adjourned at 7:35 pm.



Kevin Collier
President, Monrovia Town Council

Attest:



Danny Chenault, Town Manager & Acting
Clerk-Treasurer