

Dillsboro Town Council

March 25, 2024

The regular meeting of the Dillsboro Town Council was opened by President, Doug Baker, with the pledge to the flag on March 25, 2024 at 6:00 p.m.

Council present: Doug Baker, Becky Fryman, Tim Benning, Charlie Caldwell and Jerri Jackson.

Attorney present: John Watson

A Executive Meeting was held prior to this meeting at 5:30 p.m. No official action was taken. Ended at 5:57 p.m.

The regular council minutes on March 11, 2024. CM Fryman made a motion to approve the minutes. Seconded by CM Caldwell. Motion carried.

Clerk-Treasurer – Rita Stevens

- Attended the ILMCT Institute & Academy and was very informative.
- Internal Controls for the State Board of Accounts. Council members, Town Manager and utility employees are required to watch the video on Internal Controls and sign a form.
- A person inquired to rent the Soccer Shelter on April 8th. Same day as the Solar Eclipse. CT Stevens wanted to make sure the town or the school is not using the shelter. Nothing is scheduled. Council approved for the individual to rent the shelter but to tell them that there will probably be other people at the park that day.
- Financial reports were given to council.

Utility Superintendent – Matt Bauer

- Bauer will be on vacation from March 29 – April 7.
- Mike Holman Excavating is working on reconnecting services to the new water main on North Street. Have done 5 and roughly 13 more to go.
- All Division III water tower tank work is complete. Mick Clouse, Clouse Inspections, did a anniversary inspection on March 21. O & J Coatings had already touched up everything on March 20. Completed a few small remaining items. Clouse said everything was good.
- Division III Pay Ap 2 retainage of \$18,550.00 to O & J Coatings. CM Benning made a motion to approve the release of the retainage and have CM Baker sign the form. Seconded by CM Jackson. Motion carried.
- Began mowing on March 18. Takes 2 utility workers for 2-3 days to mow everything if weather is good and no interruptions.
- Will be opening the Soccer Bathrooms between now and next meeting.
- Tree work on Guion Street was completed on March 18. Invoice from S & S Spurlock is \$4,000. CM Baker made a motion to check previous minutes and see if it was stated where to pay the invoice from. If not in minutes where ever CT Stevens sees the necessary to pay it from. Seconded by CM Benning. Motion carried.
- Utility Workers have been doing a great job. Staying busy and helping when necessary.

CM Fryman asked about the stumps on Guion Street. Bauer stated the town will be taking care of them plus 2 stumps at the park.

Parks – Derek Walker

- Will be moving forward with the mulch at the playground by the baseball fields.

Old Business

- Disposal of Surplus Items. TM Walker stated the bidding has ended. Kubota RTV is \$4,700. Salt Spreader is \$72.00. Fax Machine is \$1.00. CM Benning made a motion to award these items. Seconded by CM Caldwell. Motion carried.

New Business

- Park Board Ordinance 2024-3-2 (attached) – An Ordinance Establishing A Department of Parks & Recreation & Repeal of all Ordinances in Conflict (Attorney Watson). CM Jackson made a motion to approve Ordinance 2024-3-2. Seconded by CM Caldwell. Motion carried.
- Resolution 2024-3-2 (attached) – A Resolution of the Town of Dillsboro Appointing the Department of Park & Recreation Board Membership (Attorney Watson). CM Fryman made a motion to approve Resolution 2024-3-2. Seconded by CM Caldwell. Motion carried.
- Insurance Renewal is April 1. (TM Walker). If the town would go for a higher deductible plan. The town could save \$5,415. Increasing auto deductible from \$1,500 to \$5,000 and property from \$5,000 to \$10,000. Council agree to increase the deductible.
- Seasonal Workers (TM Walker). \$20,000 is budgeted in the Riverboat fund. One part time (32 hours/week) for roughly 18 weeks from May to September at \$14.00/hour. This would cost \$8,064. One seasonal employee (40 hours/week) for 13 weeks from June through August at \$14.00/hour. This would cost \$7,280. After payroll taxes the town cost is \$16,517.82. Or hire 2 employees at 20 hours/week and one at 32/hours on availability. Age limit of 16. Council suggest to check with insurance of an employee under 18. Council stated if raining send the workers home. CM Fryman made a motion to hire as TM Walker sees it. Seconded by CM Benning. Motion carried.
- US 50 J-Turn Project (TM Walker) - The project is scheduled to begin April 1st.
- Concert Lot/Civic Club Request for Committee (TM Walker). The Dillsboro Civic Club would like to plan the development on the concert lot, to build a stage and ultimately apply for grant funds. Civic Club has offered to match funding to get the project completed. They are requesting a committee be formed for the planning and implementation purposes. Susan Greco stated applying for a IEDC Grant. Submitted from the town. Park Board would lead this committee. CM Fryman volunteer to represent the council on this committee and CM Baker can if CM Fryman can not attend.

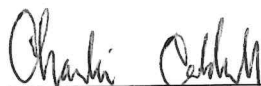
Town Manager – Derek Walker

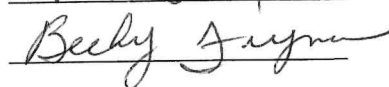
- Central Avenue Storm Sewer Update. Green Earth Environmental Services cleaned and scoped the Central Avenue Storm Sewer on March 19. Of a roughly 525 feet of pipe, 300 feet needs to be replaced. 5 of the 7 catch basins also needs replaced or tuckpointing/skimming. TM Walker estimated the materials will be around \$10,000.

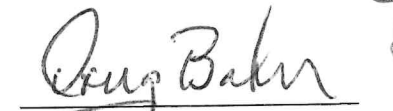
Will start working on specifications and talking to contractors. Anticipate that the total project could be completed for under the \$25,000 originally budgeted.


- Guion Street Right-of-Way Clearing. S & S Spurlock Tree Service has completed the removal of the brush and trees.
- Stray Cats at Dillsboro Village Apartments. Received a call from the property manager regarding stray cats. Dearborn County Animal Control will not address the cats but may spay and neuter if brought to them. TM Walker will check with other communities and see what they are doing and look into programs that may be available but welcome any recommendations.
- Wastewater Treatment Plant Property Lease. The legal advertisement for the request for bids on the low intensity agriculture lease of the WWTP property is set for bid. The opening at the April 8 council meeting.
- West Adams Street Drainage Erosion. Residents at the end of West Adams Street are concerned about erosion of their property at the end of one of the town's storm water drains. Upon inspection and reviewing project plans, there is an approximately 500 LF of 12" corrugated pipe that wasn't built per plans, no rock chute outlet velocity dissipater or headwall. Contacted Curry & Associates if they can share what stormwater calculations they have done. Will contact some engineers to see what it would cost to run some storm water calculations for a permanent fix. More information at next meeting.
- Annexation Plan. Met with Tony Clark, SEI Data, regarding their planned expansion they are requesting to hook up to city sewer. Need annexation. Clark discussed partnership with adjoining property owner, Ivan Cutter. Cutter and his son-in-law is working on to develop a sports park in the rear of his property and leave the front available for future development. This needs to go to Redevelopment and this area needs to be TIF. SEI is ready to move forward and hoping to turn dirt later this summer.
- Vehicle Bid. TM Walker would like a town vehicle for town business. Southeastern Indiana Regional Planning Commission is accepting sealed bids on a 2010 Toyota Corolla. TM Walker propose using the funds the town received for the surplus auction and use it to submit a bid. The Blue Book value was showed to council. CM Baker made a motion to bid on the car for \$7, 050. Seconded by CM Fryman. Motion carried.
- Dillsboro Community Bus Letter of Support. The CARES Team Committee is working on a grant application for the purchase of the mini bus and has asked the town to provide a letter of support. Council was ok to provide a letter of support.

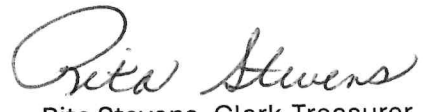
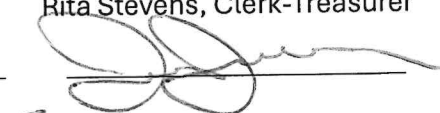
Being no further business. CM Fryman made a motion to adjourn the meeting at 6:53 p.m. Seconded by CM Caldwell. Motion carried.










Rita Stevens, Clerk-Treasurer


TOWN OF DILLSBORO ORDINANCE 2024-3-2

AN ORDINANCE ESTABLISHING A DEPARTMENT OF PARKS AND RECREATION AND REPEAL OF ALL ORDINANCES IN CONFLICT THEREWITH.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE TOWN OF DILLSBORO, INDIANA,

Section I

Title III, Chapter 36: Boards and Commissions, § 36.01 shall be repealed and replaced with the following:

(A) *Creation.* Under the provision of I.C.36-10-3 there is hereby created a municipal Department of Parks and Recreation.

(B) *Membership.* A park and recreation board shall be composed of: Four members appointed on the basis of their interest in and knowledge of parks and recreation, and one member of the governing body of the school corporation serving ex officio and selected by that body pursuant to I.C. 36-10-3-4(c)(1)(A). No more than two members shall be of the same political party. A municipal executive or a member of the municipal fiscal body may not serve on the board. Additional members shall include:

(1) *Terms.* Upon establishment of the board, the terms of its members shall be as follows:

- (a) One member for a term of one year.
- (b) One member for a term of two years
- (c) One member for a term of three years
- (d) One member for a term of four years

(2) *Expiration and reappointment.* As a term expires, each new appointment shall be made by the Town Council for a four-year term. All terms expire on the first Monday in January, but a member shall continue in the office until his or her successor is appointed. If an appointment for a new term is not made by the Town Council by the first Monday in April, the incumbent shall serve another term. If a vacancy occurs, the executive shall appoint a new member for the remainder of the un-expired term.

(3) *Officers.* At its first regular meeting in each year, the Board shall elect a president and a vice-president. The vice-president shall have authority to act as the president of the board during the absence or disability of the president. The board may select a secretary either from within or without its own membership.

(C) *Powers and Duties.* The Board shall have the power to perform all acts necessary to acquire and develop sites and facilities and to conduct such programs as are generally understood to be park and recreation functions. In addition, the board shall have all the powers and duties listed in I.C.36-10-3 et seq.

(D) *Reports.* The Board shall prepare and submit an annual budget in the same manner as other departments of town government as prescribed by the State Board of Accounts. The Board may accept gifts, donations, and subsidies for park and recreation purposes.


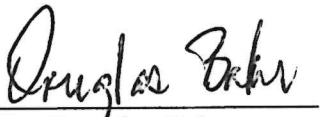
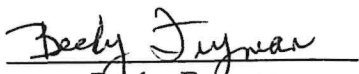
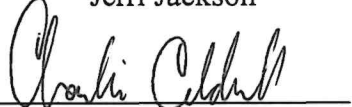

Section II

All other ordinances, resolutions, or parts thereof in conflict with the provisions and intent of this ordinance are hereby repealed.

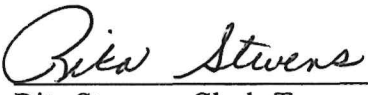
Section III

This ordinance shall be in full force and effect from and after its passage, and approval, according to the laws of the State of Indiana.

Passed by the Common Council of the Town of Dillsboro, Indiana, this 25th day of March 2024.

 _____ Jerri Jackson	 _____ Douglas Baker	 _____ Becky Fryman
 _____ Charlie Caldwell	 _____ Tim Benning	

Attest:



Rita Stevens, Clerk-Treasurer

DILLSBORO RESOLUTION 2024-37

A Resolution of the Town of Dillsboro Appointing the Department of Parks and Recreation Board Membership

WHEREAS, park board was created in ordinance 2024-03-01 requiring board appointments...

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the Town of Dillsboro, Indiana, as follows:

The Department of Parks and Recreation board membership shall be as follows:

Member	Term Expiration	Political Party
Thom Maltbie	January 1, 2025	Democrat
Tom Wafford	January 1, 2026	Republican
Greg Hughes	January 1, 2027	Republican
Sherri Cutter	January 1, 2028	Democrat

PASSED AND ADOPTED by the Common Council of the Town of Dillsboro, Indiana, this 25th day of March 2024.

	Abstain	Aye	Nay		Abstain	Aye	Nay
<u>Doug Baker</u> DOUG BAKER	_____	<input checked="" type="checkbox"/>	_____	<u>Becky Fryman</u> BECKY FRYMAN	_____	<input checked="" type="checkbox"/>	_____
<u>Tim Benning</u> TIM BENNING	_____	<input checked="" type="checkbox"/>	_____	<u>Charlie Caldwell</u> CHARLIE CALDWELL	_____	<input checked="" type="checkbox"/>	_____
<u>Jerry Jackson</u> JERRI JACKSON	_____	<input checked="" type="checkbox"/>	_____				

THE COUNCIL VOTE UPON THE FOREGOING RESOLUTION IS DECLARED AS:

- PASS
- FAIL

Doug Baker
Pres. Pro Tempore

Attested:

Rita Stevens
RITA STEVENS, Clerk-Treasurer