

Dillsboro Town Council

March 27, 2023

The regular monthly meeting of the Dillsboro Town Council was opened by President, Doug Baker, with the pledge to the flag on March 27, 2023 at 6:00 p.m.

Prayer was given by Steve O'Brien from the CARE Team

Town Manager, Kevin Turner, introduced to the council a Voluntary Title VI Public Involvement Survey. As a recipient of federal funds, the Town of Dillsboro is required to develop a procedure for gathering statistical data. This survey is voluntary.

CM Baker presented Susan Greco, Town Manager, with a plaque and thanked her for her service to the town. Her retirement date is March 31, 2023.

Council members present: Doug Baker, Becky Fryman, Tim Benning, Charlie Caldwell and Jamie Craig.
Attorney present: John Watson.

The minutes of the regular meeting on March 13, 2023 were approved by CM Benning. Seconded by CM Fryman. Motion carried. The minutes of the executive meeting on March 13, 2023 were approved by CM Benning. Seconded by CM Fryman. Motion carried.

Steve O'Brien from the CARE Team and pastor at the Dillsboro Baptist Church stated he will be moving. He stated it was a pleasure to service the council and the town. Thank you!

Clerk-Treasurer – Rita Stevens – CT Stevens stated she attended the REMC Annual Meeting on March 25th. The Town of Dillsboro won a door prize of \$100.00 gift card from Amazon. Utility Superintendent orders a lot from Amazon and this will be applied towards their purchases.

Fire Department – Tim Heitmeyer

- February Incident Summary Report is 8.
- Bell Tower at Fire House. Stehlin has repaired it.
- Fire/EMS Merger: Kevin Turner stated there was a meeting with Tim Heitmeyer (Fire), Bev Tackett (EMS), Susan Greco, Tim Benning & Doug Baker (Town Council) and Jim Thatcher (County Commissioner). The Community Risk Assessment Plan outline is completed. The Community Risk Reduction Plan has begun. Need council approval to officially create a Community Risk Reduction Team with Lead Person Kevin Turner and for the fire department to approach Dillsboro Emergency Rescue Unit about merging. CM Benning made a motion to allow firemen to emerge with the EMS. Seconded by CM Craig. Motion carried.

Police – Kevin Turner (Josh Cady is at a training.)

- Lighting issue at crosswalk at the school on SR 62. INDOT is denying responsibility. No lights at walkway. Possible town and partnership with school to get better lighting. Will check with getting a price from Duke and a better light.
- Update on Code Enforcement with Vehicles. Every owner but 1 owner corporated. The 1 that didn't corporate the vehicle got towed.
- Speed Sign on Rullman Drive. Will have quote at next meeting.

- Update on new Officer Hiring Process. Have done background checks. Applicants will be given a written test and physical test. Planning on interviewing in the middle of April.
- Cady is requesting up to 15 hours a week overtime until new officer is hired and trained. CM Fryman made a motion for up to 15 hours a week for overtime if needed. Seconded by CM Caldwell. Motion carried.

Utility Superintendent – Matt Bauer

- Bids for the Park Restrooms. R & H Plumbing, LLC for \$2,440.00 which can be winterized. B. J.'s Plumbing is \$2,974.00 which can not be winterized. CM Fryman made a motion to approved R & H Plumbing. Seconded by CM Benning. Motion carried. CM Baker did ask who does the winterization. Bauer stated the Utility Department.
- Dodge Durango sealed bids. CM Benning made a motion to get sealed bids for the Durango. Seconded by CM Craig. Motion carried.
- New Water Line Project. No completion date set yet. Once completed the warranty will start. Holman's did level dirt last week but more to do. Weather permitting.
- Hand read meters the past 2 months. The endpoints was suppose to be shipped on March 17th but didn't. No shipping date has been set now. Will be talking to Kirby from Waller's Meters.
- Starting to mow. Mowers are in good shape.

Town Manager/Economic Development – Kevin Turner

- 3 Story Building on North Street - Susan Greco stated that her and Turner had a meeting with Jarrod Holdbrook from Indiana Landmarks. The dumpster has been removed. The inside is cleaned out to the degree they can manage. Once they get a contractor the elevator attached to the exterior southwest corner will be removed within 2-4 weeks. They will try and get the fire escape down also. They will remove the debris on the windows on the outside that is falling before the Dillsboro Homecoming. There will be a dumpster on the south side of the building. Greco stated the building will be a gut. The first floor will be for commercial according to our downtown design requirements. Other floors can be residential. Hoping the end of May a realtor can list it.
- Landscaping Bids – Drake Lawns is \$2,760.00. Morris Lawn & Landscape is \$6,530.00. CM Benning made a motion to approve Drake Lawns. Seconded by CM Caldwell. Motion carried.
- Annexation – Greco stated that the town received the Annexation Report from Rhonda Cook. Very good report. Greco talked to Ivan & Rita Cutter, property owners, and they was pleased and favorable. Have to have a reason to do this. The plan is excellent and a good map when ready to move forward.
- Code Enforcement – A west apartment in Barber Bob's building was not setting out trash. Made contact (Bob had already got them to get trash out.) and they will also clean back yard. Will continue to monitor. 12527 Rullman Drive, corner of Rullman and Holland, for trash and junk vehicles. No contact yet. Will contact again. Turner goal of code enforcement is to try and identify a property once a week to begin work on with assistance of Dearborn County.
- IMMA Annual Conference is April 26-28. Will be attending.
- AIM Roundtable is May 4th at Madison. Turner will not be able to attend. Any council member interested please let Turner know for reservations.

Old Business

Old TC Tavern – Turner spoke with Steve Williams. Have the area allowed by council measured off and traffic control devices planned. Opening during the Dillsboro Homecoming is still in doubt. But Williams is working diligently to make it happen. Very cooperative making sure façade, awning, and hold harmless agreements are in order when that time arises.

Drainage issue on 12466 Rullman Drive. Utility workers cleaned out the leaves in the ditch. The drain pipe is not big enough when there is 3-5" of rain. Could use some more ditching when there is some extra time. 12461 Rullman looks like there is some driveway issues.

Friendship Gallery Roof – Stehlin hasn't started yet because of the weather.

Legal – John Watson – Watson stated there is no update to report on the lawsuit status on Friendship Art Building.

New Business

Request to approve Kevin Klingelhoffer as Street Project Consultant for \$60.00 an hour. CM Craig made a motion to approve. Seconded by CM Benning. This will be paid from Riverboat – Engineering that is already appropriated.

Dillsboro Heritage Legacy Creation – This is an independent group and not part of the town. President is Cherie Rump. They research the history of the town. In the past they sponsored the Old Time Baseball Game and different activities during the Heritage Festival. Main Street did give them some money to start on.

Beautification Committee – CM Caldwell stated flowers and dirt has been purchased for the flower pots. Flowers & Gifts of Love invoice is \$510.00 for pansy's. CM Caldwell paid by his credit card the dirt from McCabe's. CT Stevens stated there is \$355.73 left from the 2022 Ross Grant. CM Caldwell was going to pay the remainder himself. Greco stated the committee is in the process of getting organized and re-open their 501-C. This will take 6-8 weeks and not be eligible for Ross Foundation. Maybe REMC grant. Town could apply for the Beautification for the Ross Foundation Grant. This account was closed in 2021. So at the present time they have no money. CM Benning made a motion to take \$1,000.00 from Riverboat and put it in Park Fund to pay for beautifications expenses. This will be an additional appropriation to the Park Fund. Seconded by CM Fryman. Motion carried.

Town Properties – Turner stated there is a checklist now for the Friendship Arts, Indiana Mentors, Town Hall, Town Park and associated buildings. A utility worker will be checking monthly for maintenance, repair issues addressed and record kept.

Friends of Mary Lou Powers – There will be a Open House/Reception in her honor on Sunday, May 21. This gathering is to Thank Mary Lou for all her years of her service to the Dillsboro Community. The friends would like to name a unnamed alley, just east of the U.S. Bank that runs between Lenover and North Streets the "Mary Lou Powers Lane". Civic Club has offered to purchase the signs and posts. Only asking the Utility Workers could install these 2 signs. This would not effect an address change for resident. Council was concerned about the length of the wording on the sign. Maybe name it Mary Lou

Way. A motion was made by CM Craig and seconded by CM Fryman to approved but did not go through. Susan Greco stated this needs to be brought up at the Planning & Zoning. CM Craig made a motion for it to go to Planning & Zoning. Seconded by CM Fryman. Motion carried.

CM Baker stated the green space at the corner of North and Front Streets. There will be upcoming events there and need to enforce the issue with dog waste on the grass. There is a dog waste box with bags there but people are not cleaning up their dog waste. Turner stated if the town police sees this they can issue a ticket. Watson stated the ticket money would go to the Clerk-Treasurer and put in General fund. And if not paid would go to court. Will have a copy of the ordinance at the next council meeting.

Bicycle & Pedestrian Master Plan Resolution 2023-3-1 (attached) was presented to council. CM Benning made a motion to approve. Seconded by CM Fryman. Motion carried.


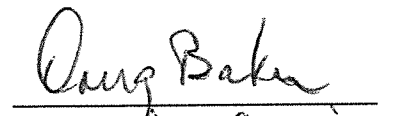
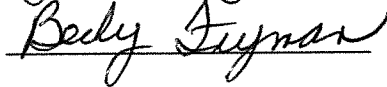
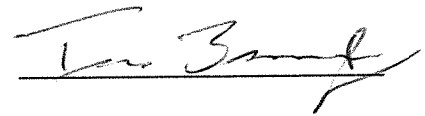
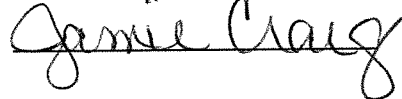
Emergency Disaster & Response Plan (attached) – CM Fryman made a motion to approve. Seconded by CM Benning. Motion carried. Plan was signed by council.

CM Baker stated he wanted to thank Steve O'Brien for his service to the council and wish him the best. O'Brien always gave prayer at the council meeting and will be missed.

Being no further business. CM Benning made a motion to adjourn the meeting at 7:43 p.m. Seconded by CM Fryman. Motion carried.



Rita Stevens, Clerk-Treasurer



RESOLUTION 2023-3- 1

A RESOLUTION APPROVING THE ADOPTION OF THE BICYCLE + PEDESTRIAN MASTER PLAN

WHEREAS, the Town Council of Dillsboro, Indiana is aware that the Comprehensive Plan for the Town does not contain a Bicycle + Pedestrian Planning Element, and

WHEREAS, the Town Council of Dillsboro, Indiana has employed a consultant, made use of a steering committee and has offered several opportunities for input and has considered that input in developing the new Bicycle + Pedestrian Master Plan for Dillsboro, Indiana, and

WHEREAS, the Town Council of Dillsboro, Indiana is hopeful that this new plan will supplement The Comprehensive Plan in assisting public and private entities in planning for future development and redevelopment of the incorporated Town of Dillsboro, and

WHEREAS, the Plan Commission of Dillsboro, Indiana, after notice to the public, held a public hearing on the draft Bicycle + Pedestrian Master Plan for the Town of Dillsboro, Indiana, which had previously been made available for public review at the Town Hall in Dillsboro. After hearing public input, the Plan Commission voted 5-0 (with 0 absent) to recommend that the Town Council of Dillsboro, Indiana adopt this Bicycle and Pedestrian Master Plan as an element of the Town's Comprehensive Plan.

WHEREAS, this finished project of the Plan Commission of Dillsboro, Indiana has been presented to the Town Council of Dillsboro, Indiana, in a document entitled "Dillsboro Bicycle + Pedestrian Master Plan, December 2022."

BE IT THEREFORE RESOLVED, by the Town Council of Dillsboro, Indiana, that the Council accepts and approves the "Dillsboro Bicycle + Pedestrian Master Plan", as a new element of the Town's Comprehensive Plan, and said plan element is now in full force and effect,

ADOPTED THIS 27TH DAY OF MARCH 2023,



Common Council of the Town of Dillsboro, Indiana

Douglas A. Baker

Douglas A. Baker

Tim Benning

Tim Benning

Jamie Craig

Jamie Craig

Becky Fryman

Becky Fryman

Charlie Caldwell

Charlie Caldwell

ATTEST:

Rita Stevens

Rita Stevens, Clerk-Treasurer

TOWN OF DILLSBORO ELECTED OFFICIALS PROMULGATION

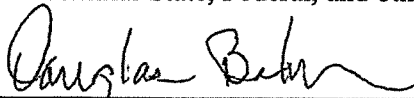
The residents of Dillsboro face the threat of emergencies and disasters. Recognizing this threat, the Town of Dillsboro's response and support organizations have come together to maintain the overall health, safety, and general welfare of its citizens.

To this end, in order to establish an effective response Town wide, and to minimize loss of life and property, the Town of Dillsboro's Disaster & Emergency Response Plan has been developed.

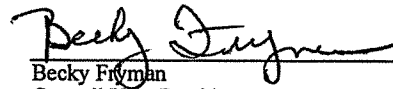
In keeping with Indiana Code, Title 10, the Town of Dillsboro, with assistance from the agencies/departments identified as Primary Coordinating Agency and/or Support Agency, shall perform the following functions:

- Develop procedures for the protection of personnel, equipment, supplies and critical public records from the effects of emergencies/disasters.
- Develop procedures to ensure the continuity of government and other essential services that may be needed during and after emergencies/disasters.
- Develop, attend, and conduct regular emergency management related training and exercises.
- Establish policy and develop standard operating procedures to carry out the provisions of the Town of Dillsboro Disaster & Emergency Response Plan.
- Identify subject matter experts that will be critical in the response to and support of operations related to managing emergencies or disasters that would directly affect the citizens of Dillsboro.
- Carry out the tasks/activities identified in the Town of Dillsboro Disaster & Emergency Response Plan.

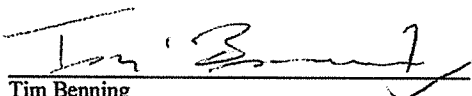
The Town of Dillsboro shall be responsible for the preparation, coordination, and continuous updating of the Town of Dillsboro's Disaster & Emergency Response Plan and will ensure that this plan is consistent with similar State, Federal, and other Town plans.



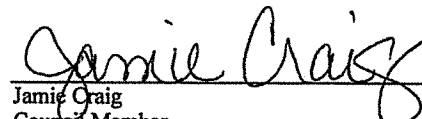
Douglas Baker
Council President




Becky Fryman
Council Vice-President



Tim Benning
Council Member



Jamie Craig
Council Member



Charlie Caldwell
Council Member