

Dillsboro Town Council

February 28, 2022

The regular monthly meeting of the Dillsboro Town Council was opened by President, Tom Wafford, with the pledge to the flag on February 28, 2022 at 6:00 p.m.

Council members present: Mary Lou Powers, Tom Wafford, Charles Baker, Doug Baker and Becky Fryman. Attorney present: John Watson.

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

The minutes of the February 14, 2022 meeting was approved by CM C. Baker. Seconded by CM Powers. Motion carried.

Clerk-Treasurer – Rita Stevens

Sewer & Water Adjustments – Maple Glen Apt. #5 (13147 & 13155 Keets Ct.). Meter setter leaked (towns issue). Sewer adjustment of \$331.05 and water adjustment of \$369.19. CM C. Baker made a motion to approve the adjustments. Seconded by CM D. Baker. Motion carried.

Annual Financial Report – CT Stevens asked council for approval to hire Robert Reynolds, LWG, to do the capital assets portion. The depreciation is new this year in the report. Mr. Reynolds was at the meeting and agreed to help. CM C. Baker made a motion to approve this request. Seconded by CM Powers. -

CT Stevens received a check for the Quality of Life from Dearborn Community Foundation for \$3,384.98. 2020 & 2021 was given to the Dillsboro Community Partnership for the façade grant. After discussion. CM C. Baker made a motion to give 50% to Dillsboro Community Partnership & 50% to the park. Seconded by CM D. Baker. Motion carried.

Beacon Training for the new meter reading system will be on March 8 & 9.

CT Stevens stated the postage machine lease is due. Lease payment is \$186.66 a month for 63 months. Our mailings are around 850 a month. Postage on postage machine is 53 cents per envelope. Regular postage is 58 cents. There is a \$42.50 difference. CT Stevens always felt the town was losing money with the postage machine. CT Stevens is going to check into it more. CM D. Baker made a motion to leave it up to Susan Greco and CT Stevens to make the decision of what to do. Seconded by CM C. Baker. Motion carried.

Park Advisory Board – Susan Greco - Clean-up day will be March 12. Also a swap shop for kids to bring their old bats, cleats & gloves to donate or swap.

Police Department – Josh Cady - Kevin Turner is now driving the new 2021 Police Tahoe. The old police truck damage from an accident is being repaired and decals are being removed. Also will be changing the lights on it. The truck will be given to the Utility Department. The Speed Radar Sign on Sunset has been given to Kyle Cleeter for utility workers to install. Cady will be attending a Police Chief Executive Training a week in April.

Utility Department – Dino Schmaltz & Kyle Cleeter

- The Massey Ferguson tractor needs new front tires. Zimmer's price is \$265.00 each. CM D. Baker made a motion to purchase the tires and to be paid from ½ sewer and ½ water. Seconded by CM Powers. Motion carried.
- Bush hog needs to be replaced that was damaged from the accident. Will get prices from Zimmer's and Cornerstone Equipment.
- Received quotes for a new mower. Will try them out to see which one the utility workers like the best.
- Crack Sealing will be done this week.
- Clarifer at the Sewer Plant. Two bearings are in and waiting for the bottom bearings.
- The week of April 16<sup>th</sup>. Brian Graver is on vacation. Dino & Eric Graver will be at training.

CM C. Baker did ask how the mapping is going. Kyle said it is going good.

Lori Young, Curry & Associates, stated the following bids were opened on February 24<sup>th</sup>.

- Division 1 – Water Distribution System Improvements/US 50 & SR 262 Water Main Replacement Project. Received 5 bids. Recommends bid to Mike Holman Excavating, Inc. for \$2,034,053.74.
- Division II – Water Meter Replacement Project/US 50 & Water Replacement Project. Received 2 bids. Recommends bid to Mike Holman Excavating, Inc. for \$430,298.62.
- Division III – Elevated Water Storage Tank Improvements. Received 3 bids. Recommends O & J Coatings, Inc. \$314,000.00. This bid did arrive UPS on February 28<sup>th</sup>. Susan Greco & CM Wafford opened the bid and gave info to Lori. Attorney Watson stated since it was in the hands of UPS on the 23<sup>th</sup> the bid can be accepted. It was delayed arrival due to bad weather. CM D. Baker made a motion to accept this bid as long as Lori don't find anything wrong with it. Seconded by CM C. Baker. Motion carried.

Robert Reynolds, LWG – The funding of the above projects. Will need a second water rate increase. This is a 2.8 million dollar projects. It would push the average impacts from \$53.35 to \$56.40. So a \$3.05 higher than anticipated. Recommends a 25 year loan at a rate of 2.3%. The \$700,000.00 OCRA Community Development Block Grant can be put towards these projects. CM D. Baker made a motion to approve the 25 year loan towards all the phases. Seconded by CM Powers. Motion carried.

A Special Meeting of the Town Council will be March 3. The purpose of the meeting is to introduce the rate ordinance and bond ordinance for the upcoming Water Improvement Projects.

Town Manager/Economic Development – Susan Greco

- \$10,000 Bond with INDOT for the water main projects. Lori stated this is a bond with your insurance. Greco will check with insurance.
- Approve payment for \$25,000 from Riverboat Revenue for Indiana Landmarks restoration of the 3-story on North Street. December 14, 2020 minutes approved this payment but did not state from where. CM C. Baker made a motion to approve this request for \$25,000 from Riverboat. Seconded by CM Powers. Abstained by CM D. Baker since he wasn't involved in the decision. Motion carried.

- 12227 Rullman Drive – unsafe building order ready to move forward with citing the case into code court. Date is set for April 6 at 11:00 a.m. Sent document certified mail.
- The doors have all been repaired in the Town Hall. Approval to pay All About Doors of \$295.00 (Utility/Clerk-Treasurer Door) and \$724.00 (Police & Utility Superintendent Doors) from the Repair/Maintenance/Building Fund account. CM Fryman made a motion to approve. Seconded by CM Powers. Motion carried.
- Friendship Center – Roof has been temporarily patched. EMC Insurance Adjuster Estimate of the roof is \$12,081.38. And are entitled to additional payment up to \$1,427.70 in recoverable depreciation once repairs are completed and the expense is incurred. Stehlin Construction has submitted estimates for roof repair to EMC. Council suggested getting 2 more bids for the roof. Waiting for a response from the adjuster on the interior coverage.

CM C. Baker stated the building needs a lot of work done on it.

- Ordinance 2022-2-1 (attached) – An Ordinance to Establish an Electronic Meeting Policy. CM C. Baker made a motion to approve the ordinance. Seconded by CM Powers. Motion carried.
- Ordinance 2022-2-2 (attached) – An Ordinance Establishing a Capital Asset Threshold and Classification Policy. The capital asset threshold will be \$5,000.00. CM D. Baker made a motion to approve the ordinance. Seconded by CM Powers. Motion carried.
- Water Tower Design – Designed by Main Street. Dino stated only getting the bigger tank painted. Smaller tank will only be cleaned. CM C. Baker made a motion to approve the design. Seconded by CM Powers. Motion carried.
- Verdin Clock – The clock was inspected and is in good shape. Full Mechanical Renovation is \$8,952.00. LED light Upgrade is \$3,568.00. A motion was made by CM Fryman for the LED Light Upgrade from Beautification Fund. Seconded by CM Powers. Motion carried.
- Ordinance 2022-2-3 (attached) – An Ordinance Amending the Town’s Salary Ordinance Regarding Health Insurance Benefits for Town Manager Susan Greco. CM D. Baker made a motion to approve the ordinance. Seconded by CM Powers. Motion carried.

CM C. Baker stated in the Ordinance 2022-2-2 (Capital Assets) it states the Clerk-Treasurer’s Office shall conduct spot checks on this inventory on a random basis to assure accurate information is reported. Asked CT Stevens if she is going to do this. CT Stevens stated this would be time consuming and recommends Kami Hamilton, Administrative Assistant, to do this. Also CM Baker stated the Ordinance states the Department Heads shall be accountable for the capital asset inventory charged to their department by verifying a list of their capital assets at year-end.

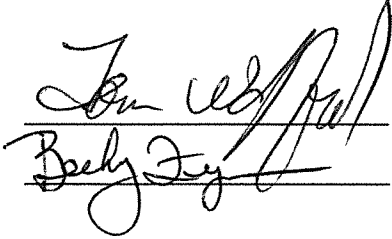
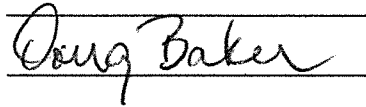
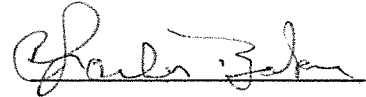
Summer/Seasonal Help – After discussion. The council agreed to hire 2 people for seasonal help for the months of April thru October. 30-40 hours a week for mowing, cleaning and etc. Will need to be advertised. Deadline for applications are March 15<sup>th</sup>. CM D. Baker made a motion to hire 2 seasonal workers. Seconded by CM C. Baker. Motion carried.

CM D. Baker stated he didn’t realize the town employees are still picking up the mattresses and appliances. Thought it was included in the Brush & Yard Waste rules.

Being no further business. CM Fryman made a motion to adjourn the meeting at 8:10 p.m.  
Seconded by CM D. Baker. Motion carried.



Rita Stevens, Clerk-Treasurer

  
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ORDINANCE NO. 2022 - 2-1

AN ORDINANCE TO ESTABLISH AN ELECTRONIC MEETING POLICY

WHEREAS, the Indiana State Legislature has recently approved and permitted electronic participation in public meetings under certain circumstances; and

WHEREAS, the Town Council of the Town of Dillsboro wishes to establish a policy governing participation in electronic meetings for the safety and convenience of Town council members, members of other supervisory boards in Dillsboro and the public;

NOW, THEREFORE, be it Ordained as follows:

I. Electronic Meetings:

A) The provisions of I.C. 5-14-1.5-3.5, as amended, including definitions, are hereby adopted and apply to this section.

B) A Council member, or other Board member of a commission or board established in Dillsboro who is not physically present at a meeting may participate in a meeting by any electronic means of communication that allows all participating Council members to simultaneously communicate with each other and allows the public to simultaneously attend and observe the meeting. This does not apply to executive sessions.

C) A Council member may not participate in a meeting by electronic communication if the governing body is attempting to take final action to:

- (1) Adopt a budget;
- (2) Make a reduction in personnel;
- (3) Initiate a referendum;
- (4) Establish or increase a fee;
- (5) Establish or increase a penalty;
- (6) Use the governing body's eminent domain authority;
- (7) Establish, raise, or renew a tax; or
- (8) Any other reason stated in I.C. 5-14-1.5-3.5, as amended.

II. Participation

A) A board or council member may participate in a scheduled meeting electronically only if at least 50% of sitting board members will be physically present at the meeting. If at least 50% of members are not in attendance at a meeting where a member or members wish to participate electronically, the meeting must be canceled or postponed.

B) If a board member is to participate and vote in a meeting, that member must be able to be seen and heard by the public through means provided by the Board at the location of the physical meeting. If a Board member cannot be both seen and heard at the meeting by the public, the Board member may participate in the discussions of the Board but cannot vote.

- C) All votes taken during a meeting governed by this ordinance shall be taken by roll call.
- D) If a member wishes to participate by electronic communication, that member must notify the Council President and Clerk or the relevant Board chairman within three business days of the meeting to be attended so that arrangements can be made to facilitate the electronic communication. The Council President, Board Chair, or the member designated by law to officiate at the meeting may waive this three-day notice requirement if proper arrangements can be made in a timely fashion to assure electronic participation as contemplated by this ordinance and state law.
- E) A member of Council or a Board may not attend more than 50% of the Council's meetings in a calendar year by means of electronic communication unless the member's electronic participation is due to military service, illness or other medical condition, death of a relative, or an emergency involving actual or threatened injury to persons or property.
- F) A technological failure in an electronic means of communication that disrupts the off-site member's participation with the rest of the board does not prohibit the governing body from continuing with a meeting so long as a quorum remains and all other legal requirements are met for the conduct of business.
- G) The Town Council shall adopt a written policy in accordance with this ordinance and state law establishing the procedures that apply to a member's participation electronically. In council meetings or other meetings of the Town's boards and commissions. Such a policy may include regulations limiting the number of members who may participate by electronic communication in any single meeting; limiting the total number of meetings that the governing body may conduct in a calendar year by electronic means; and requiring a member, except in cases involving an emergency as defined by I.C. 5-14-1.5-5(d), to notify the presiding officer within a certain period of time of that member's intention to attend electronically; or other regulations which are consistent with this Ordinance and State law.

### III. Minutes

- A) Minutes of a meeting in which a member participates by electronic means shall state the name of each member of the governing body who:
  1. Was physically present at the place where the meeting was conducted;
  2. Participated in the meeting using any electronic means;
  3. Was absent
- B) Minutes of a meeting in which a member participates by electronic means shall also identify the electronic means by which:
  1. Members of the governing body participated in the meeting
  2. The public attended and observed the meeting.

SO ORDAINED THIS 28 DAY OF February, 2022.

TOWN COUNCIL OF THE TOWN OF DILLSBORO

Tom [Signature]  
President

Becky [Signature]  
Member

Doug Baker  
Member

Mary Lou Powers  
Member

[Signature]  
Member

\_\_\_\_\_  
Member

Rita Stevens  
Rita Stevens, Clerk-Treasurer

Attest:

ORDINANCE NO 2022-2-2

AN ORDINANCE ESTABLISHING A CAPITAL ASSET THRESHOLD AND CLASSIFICATION POLICY

**WHEREAS**, the Town Council desires to establish a procedure for the classification of capital assets, including fixed assets and infrastructure, for accuracy in financial reporting through the State Board of Accounts and to fix the minimum value of capital assets to be reported on the town's financial reports.

**WHEREAS**, the Town also desires to fix a policy regarding the classification of assets in order to comply with Governmental Accounting Standards Board Statement 34 and in order to provide a higher degree of control over its considerable investment in capital assets, and to be able to demonstrate accountability to its various constituencies; and

**WHEREAS**, The Town Council believes that establishing such a policy will help with safeguarding the investments of the citizens of the town; fixing responsibility for the custody of equipment; providing a basis for formulating capital asset acquisition, maintenance, and retirement policies; providing data for financial reporting; and demonstrating appropriate stewardship responsibility for public assets;

**NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:**

SECTION I GENERAL

- A) The capital asset threshold will be **\$5,000**. An asset with a value under \$5,000 will be expensed in the year of purchase. The infrastructure portion of this policy is also effective March 1, 2022.
- B) This policy is intended to classify capital assets, including fixed assets and infrastructure, for accuracy in financial reporting through the State Board of Accounts. For purposes of this subchapter, capital assets do not include data processing programs, software programming, or computer operations procedures.

SECTION II DEFINITIONS

A) Capital assets include land, land improvements, monuments, buildings and building improvements, construction in progress, machinery, equipment, vehicles, and infrastructure. All items with a useful life of more than one year and having an initial unit cost of **\$5,000** or more shall be capitalized including, but not limited to, acquisitions by lease- purchase agreements and donated items. A capital asset meeting the criteria set out herein will be reported in the government-wide financial statements.

B) Assets that are not required to be capitalized (i.e., items under \$5,000) shall be expensed in the year of acquisition. An inventory shall be kept on all computers and other equipment with a capitalized cost of under \$5,000.

C) Exceptions are:

1) Items costing less than the above limits which are permanently installed as a part of the cost of original construction or installation of a larger building or equipment unit will be included in the cost of the larger unit;



2) Modular equipment added subsequent to original equipment construction of a larger building or equipment unit which may be put together to form larger units costing more than the prescribed limits will be charged to capital assets even though the cost of individual items is less than such units; and

3) Cabinets, shelving, bookcases, and similar items, added subsequent to original construction, which are custom made for a specific place and adaptable elsewhere, will be capitalized.

D) This policy is intended to classify capital assets, including fixed assets and infrastructure, for accuracy in financial reporting through the State Board of Accounts. For purposes of this subchapter, capital assets do not include data processing programs, software programming, or computer operations procedures.

### SECTION III THRESHOLD LEVELS FOR CAPITAL ASSETS:

A) The following schedule will be followed for the different types of capital assets other than infrastructure assets.

Type	Amount
Building	\$5,000
Building improvements	\$5,000
City utility assets	\$5,000
Construction in progress	All
Land	All
Land improvements	\$5,000
Machinery and equipment	\$5,000
Vehicle	\$5,000

### SECTION IV VALUATION OF CAPITAL ASSETS

A) Generally, the cost recorded for each capital asset shall be the purchase price or construction cost of the asset, but shall also include any other reasonable and necessary costs incurred to place the asset in its intended location ready for its intended use.

B) Such costs could include the following:

- 1) Legal and title fees, closing costs;
- 2) Appraisal and negotiation fees, surveying fees;
- 3) Damage payments;
- 4) Land preparation costs, demolition costs;
- 5) Architect, engineering, and accounting fees;
- 6) Insurance premiums during construction; and
- 7) Transportation charges, interest costs during construction.

- B) Donated or contributed assets should be recorded at the fair market value of the item donated on the date of the donation

#### SECTION V ASSET DEFINITIONS BY MAJOR CATEGORY.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning. Additionally, it is important to the maintenance of accurate records that each asset category be precisely defined and that all persons responsible for records maintenance be fully aware of the categorization system. This section further clarifies the asset definition by major category.

- A) **BUILDINGS.** All structures designed and erected to house equipment or to provide space for the provision of services or the completion of municipal functions are included. This would also include fixtures within Buildings and attachments to buildings such as porches, stairs, fire escapes, canopies, areaways, lighting fixtures, and flagpoles. Plumbing systems, lighting systems, heating, cooling, ventilation and air handling systems, alarm systems, surveillance systems, passenger and freight elevators, escalators, build-in casework, walk-in coolers and freezers, fixed shelving, and other fixed equipments are included with the building, if owned. Communication antennas and/or towers are not included as buildings. These are parts of equipment units that they serve.

- B) **EQUIPMENT.**

- (1) Includes all other types of physical property within the scope of the fixed asset management system not previously classified. The term equipment includes, but is not limited to, the following:

- a) Office mechanical equipment, office furniture, appliances, furnishings, and the accessories to these items;
    - b) Maintenance equipment;
    - c) Communication equipment;
    - d) Laboratory equipment;
    - e) Weapons and other equipment used in law enforcement;
    - f) Street cleaning and other equipment used in street maintenance and upgrading;
    - g) The swimming pool, playground equipment, mowers, and other equipment used by Park Department;
    - h) Sanitation equipment; and
    - i) The term equipment shall not include supplies.

- C) **IMPROVEMENTS OTHER THAN BUILDINGS.**

- 1) Examples of town assets in this category are walks, parking areas and drives, fencing, and other similar items.
    - 2) Examples of town utilities assets in this category are water supply mains, collections sewers, wells, dams, fences, intake pipes, manholes, and fire hydrants.

- D) **INFRASTRUCTURE**

- 1) Generally, includes assets that have long useful lives and are normally stationary in nature. Infrastructure includes, but is not limited to, the following: roads; streetlights;

traffic signals; drainage systems; and water systems. Infrastructure assets do not include buildings, drives, parking lots, or any other property used in association with buildings.

2) Additions and improvements to Infrastructure, which increase the capacity or efficiency of the asset, shall be capitalized. Maintenance and repairs are necessary to maintain the existing asset and, therefore, are not capitalized. For example, patching, resurfacing, snow removal, and the like are considered maintenance activities and will be expensed. Also, normal department operating activities such as feasibility studies, and preliminary engineering and design reviews will be expensed and not capitalized as an element of the infrastructure asset.

(3) Alleys will not be included as part of the infrastructure. The land under alleys will be added to total land.

E) LAND. Specified land, lots, parcels, or acreage, including rights-of-way, owned by the town and its various departments, boards, or authorities, regardless of the method or date of acquisition. Easements will not be included as the town does not own them, but as an interest in land owned by another that entitles its holder to a specified limited use.

#### SECTION VI CAPITAL ASSET ACQUISITIONS.

A) The method of acquisition is not a determining factor. Each department should report items acquired by:

- 1) Regular purchase;
- 2) Lease purchase;
- 3) Construction by town personnel;
- 4) Construction by an outside contractor;
- 5) Resolution/condemnation;
- 6) Donation/contribution;
- 7) Addition to an existing asset;
- 8) Transfer from another department;
- 9) Trade or barter; and
- 10) Annexation.

B) Lease equipment should be capitalized if the lease agreement meets any one of the following criteria:

- 1) The lease transfers ownership of the property to the lessee by the end of the lease term;
  - 2) The lease contains a bargain purchase option;
  - 3) The lease term is equal to 75% of the estimated economic life of the leased property;
- and

4) The present value of the minimum lease payments at the inception of the lease, excluding executory costs, equals at least 90% of the fair value of the leased property.

C) Leases that do not meet any of the above criteria should be recorded as an operating lease and reported in the notes of the financial statements.

## SECTION VII ASSET TRANSFERS AND DISPOSITIONS.

A) Property should not be transferred from one department to another, sold, given away, or otherwise disposed of without prior approval of the department head.

B) When any transfer as described above is required, the department head or his or her designee shall complete a vehicle/equipment out processing checklist and deliver the completed form to the Town Clerk-Treasurer's office. This process shall be completed for any transfer which involves any movement of an asset by virtue of change in location, either by account, department, building, floor, or room or the retirement or disposal of property.

C) The completed vehicle/equipment out processing checklist shall include the following:

- 1) Sufficient detail to properly identify the asset involved, including the asset's tag number or town identification;
- 2) Legible and accurate entries;
- 3) Correct and accurate information; and
- 4) The signature of the department head verifying the accuracy of the information involved.

D) If a capital asset is stolen, the department involved shall notify the Police Department as well as the Clerk-Treasurer's office of the theft, in writing.

## SECTION VIII PERIODIC INVENTORIES.

A) A physical inventory of all capital assets (any item over \$5,000) shall be conducted in each department on or about December 31 of every year.

B) The Clerk-Treasurer's office shall conduct spot checks on this inventory on a random basis to assure accurate information is reported.

C) Department heads shall be accountable for the capital asset inventory charged to their department by verifying a list of their capital assets at year-end.

## SECTION IX RESPONSIBILITIES OF CLERK-TREASURER'S OFFICE.

The Fiscal Office shall ensure that the capital asset report is updated annually to accurately reflect additions, retirements, and transfers of capital assets for financial accounting purposes.

## SECTION X RESPONSIBILITIES OF THE HEADS OF DEPARTMENTS.

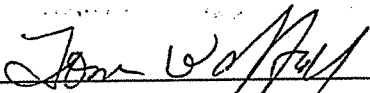
A) It is the responsibility of the head of the department to act as or designate a steward for each piece of property. Generally, the steward would be the person who has routine control and use of a given piece of property. The steward shall do the following:

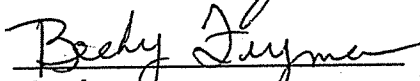
- 1) Answer questions regarding the location, availability, condition, and usage of the specific asset or assets for which he or she is responsible;
- 2) Arrange appropriate preventative maintenance or essential repairs for any capital asset which are necessary to keep the asset in good working order;
- 3) Ensure that the asset is used for the purpose for which it was intended and that there is no personal or unauthorized use;

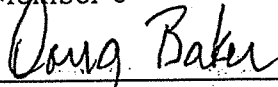
- 4) Report to the department head or Town Manager or Clerk-Treasurer any property damage or theft of any capital asset; and
- 5) Serve as the department contact for the named item during the physical inventory process.
- B) Upon receipt of a new capital asset, the department head or his or her designee shall:
  - 1) Record the receipt of any new assets;
  - 2) Examine the new asset to make certain that no damage was incurred during shipment; and
  - 3) Inspect the asset to assure that the asset was received in working order.

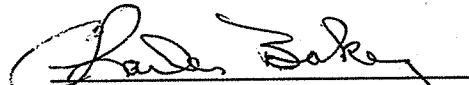
SO ORDAINED THIS 28 DAY OF February, 2022.

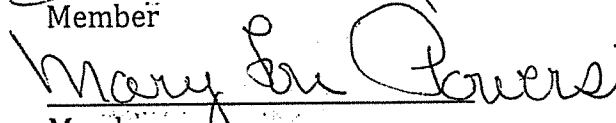
TOWN COUNCIL OF THE TOWN OF DILLSBORO

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Member

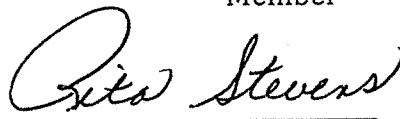
  
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Member

  
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Member

  
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Member

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Member

Attest:

  
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Rita Stevens, Clerk-Treasurer

ORDINANCE NO 2022- 2- 3

AN ORDINANCE AMENDING THE TOWN'S SALARY ORDINANCE REGARDING HEALTH INSURANCE BENEFITS FOR TOWN MANAGER SUSAN GRECO

WHEREAS, the Town of Dillsboro is maintaining a health insurance plan for its employees; and

WHEREAS, Town Manager Susan Greco is no longer eligible for Health Savings Account Contributions because she is eligible for, and has accepted Medicare; and

WHEREAS, Town Manager Susan Greco may lawfully receive Medicare Advantage and Medicare Supplement Plans and be reimbursed by the Town, at a substantial savings to the Town compared to the previous cost of the Town's health savings account policy;

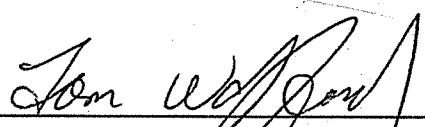
WHEREAS, since the Town makes HSA contributions for its other employees, the Town wishes to provide to help provide for health benefits for Town Manager Susan Greco in a manner which is comparable to and consistent with the benefits of other employees;

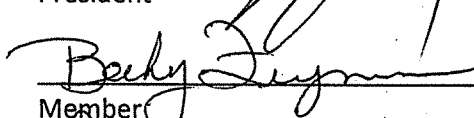
NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

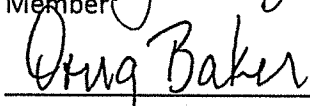
1. The Town will reimburse Susan Greco \$3,434.64 in annual charges, or \$282.62 in monthly charges, for Medicare Advantage and Medicare Supplement plans which she has secured for the year 2022.
2. Susan Greco shall present to the Clerk Treasurer all invoices; bills and other documents giving proof of charges paid by her to maintain the account consistent with Item 1 above.
3. The Town shall reimburse these expenses to Susan Greco on an \_\_\_\_\_ basis.
4. The Town will consider on an annual basis whether Susan Greco or other employees who may be eligible Medicare will receive reimbursement for the expenses of Medicare Health Care plans from the town and to what level reimbursement shall occur.


SO ORDAINED THIS 28 DAY OF February, 2022.

TOWN COUNCIL OF THE TOWN OF DILLSBORO

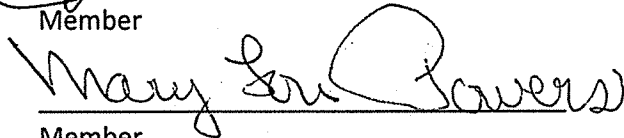
  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

  
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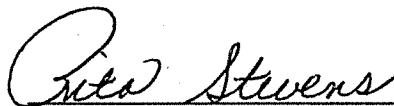
Member

  
\_\_\_\_\_

Member

\_\_\_\_\_  
Member

Attest:

  
\_\_\_\_\_

Rita Stevens, Clerk-Treasurer