

## Dillsboro Town Council

January 8, 2024

The regular meeting of the Dillsboro Town Council was opened by President, Doug Baker, with the pledge to the flag on January 8, 2024 at 6:00 p.m.

Tim Heitmeyer was recognized for his 44 years as a firefighter which 11 of those years was Fire Chief. Heitmeyer received certificates from the town council and the District IHS. The State Fire Marshall awarded Heitmeyer with the Meritorious Service Medal, which is the highest honor a firefighter can get.

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

2024 Election of Officers. President – CM Benning nominated and made a motion for CM Baker. Seconded by CM Fryman. All yays by council members. Motion carried. Vice President – CM Benning nominated and made a motion for CM Fryman. Seconded by CM Jackson. All yays by council members. Motion carried.

The regular council minutes on December 18. CM Benning made a motion to approve the minutes. Seconded by CM Fryman. Motion carried. Executive Council Minutes on December 18. CM Fryman made a motion to approve. Seconded by CM Caldwell. Motion carried. Special Council Minutes on December 28. CM Benning made a motion to approve but to correct an error in the 3<sup>rd</sup> paragraph that CM Caldwell seconded the motion instead of CM Benning to rescind the 8-hour reduction imposed on Mrs. Stevens at the Council Meeting on December 18<sup>th</sup>. Seconded by CM Fryman. Motion carried.

### 2024 Requests for Support

- Dillsboro Homecoming Festival – Greco received a email from Mooch Hamilton. Road closure permit and \$5,500.00 for support. Additional public safety (Cady) is \$3000.00.
- Lifetime Resources – Erin Thomas was present. Asking for \$1,500.00 for support for the community.
- St. Elizabeth Cancer Center – Previously presented at another meeting. Balance is \$80,000. Town has been paying \$5,000 a year in previous years.
- Dillsboro Main Street – Carrie Miller & Rod Martin was present. Asking council for continued support. Requesting for a paid Executive Director to do grant writing, state & town reports & etc. for \$20,000. This would be a contractor.
- Dillsboro Arts – Thom Maltbie was present. Thanked council for continued support. Asking council to continue providing maintenance and utilities for the Art Center.
- Children’s Advocacy Center - Greco received a email from Kelly Jetti. Asking for \$2,000 for furniture in the reception area.
- Dillsboro Heritage Legacy – Greco received a email from Cherie Rump. Asking to use the space and equipment at the Town Hall. Do not need any assistance.
- Dillsboro Summer Ball – Amy Davies was present. Asking council approval for remodeling the concession stand by removing the old bathrooms. It will be funded by Dillsboro Ball. Matt Bauer stated he has no problem with it. Josh Cady was concerned about the surveillance and internet equipment but will get with them when it is being remodeled. CM Benning made a motion to approve the remodeling. Seconded by CM Jackson. Motion carried.

Council will have an answer on the requests at the next Council Meeting on January 22<sup>nd</sup>.

2024 Appointments (attached).

- CM Benning made a motion to approve the appointments. Seconded by CM Caldwell. Motion carried.

Clerk-Treasurer – Rita Stevens

- Sewer Adjustment for Robin Cleeter at 12921 Catalpa for \$48.48. Water softener leak. CM Fryman made a motion to approve the adjustment. Seconded by CM Jackson. Motion carried.
- Ordinance 2024-1-1 (attached) – An Ordinance Authorizing the Clerk-Treasurer to make the Necessary End of the Year Fund Transfers to Balance the 2023 Budget for the Town of Dillsboro. CM Benning made a motion to approve Ordinance 2024-1-1. Seconded by CM Caldwell. Motion carried.

Fire Department – Jason Sullivan

- Thanked council for honoring Tim Heitmeyer.
- November Incident Summary Report of 10 was given to council. Total of 132 calls for 2023.
- Introduced Drew Tenhundfeld as the new Assistant Fire Chief.
- Approval of the Officers for 2024 (attached). Had a Lieutenant resign since approved at the December 11 council meeting. CM Fryman made a motion to approve the officers. Seconded by CM Jackson. Motion carried.

Police – Josh Cady

- New officer Sears started last week. Sears will be attending the academy in April.

Utility Department – Matt Bauer

- Sanitary Survey. The inspection is every 3 years.
- Last week a tree limb fell across the street on Guion Street. The utility employees cleaned it up. Bauer asked if in town right of way the town would be responsible. Attorney Watson agreed. Greco stated 50 foot from the Side Street Station building is the town's right of way. Bauer will measure. Could remove the tree. CM Baker stated maybe get the tree topped and trimmed. Bauer did state need to clean around the water meter. Will talk to the property owner.
- 2025 Community Crossings – Town pays 25%. 75% paid by Community Crossings. Tim Hunt from HWC Engineering wants to know what the town wants to spend. Areas to consider is Western Row with storm sewer. Industrial Circle after J-Turns are done. CM Baker stated HWC needs to tell the town the number and then the council can decide.
- Old Clerk-Treasurer records stored in the Utility Shop/Barn. Attorney Watson stated need to probably keep the last 10 years. Bauer will go throw them. CT Stevens stated she received a email from the recorders office the procedure to get rid of old records.
- Got the new salt spreader. Asking council to get sealed bids for the old salt spreader. Council agreed with getting sealed bids.

- Extension Water Project is moving right along. SRF remaining is \$230,036.19. Town responsibility is \$66,000. Reduced from \$120,000 that was stated previously. This has already been approved by council.
- Previous council approved 1/5 sick day for every day Bauer is gone and Schmaltz takes over. Bauer used 27 ½ days in 2023. Schmaltz would earn 44 hours of sick. CM Fryman made a motion to approve Schmaltz earning sick hours when Bauer is gone. This is for 2023 and every year after. Seconded by CM Benning. Motion carried.

CM Benning stated there is a street light out on North & Front Street by Hairlines. Bauer stated he will get it reported and he needs to check all the lights and get them reported.

#### Interim Town Manager – Susan Greco

- Community Foundation Annual Report given to council to review.
- Printer in the town hall has been having problems. Has had it since 2015 and was purchased around \$4,800. It is time to get it replaced. Have a appointment with the Office Shop for a quote of a new one. Office Shop does have excellent service. Council agreed to spend up to \$12,000 for a printer. A motion was made by CM Fryman to spend up to \$12,000 for a new printer. Seconded by CM Jackson. Motion carried.
- Dillsboro EMS – There is a 60 day termination order effect at the next Comissioner’s Meeting. EMS is a non-profit organization. Right now EMS is in a crisis mood. Conflict between members and non-members. There has been two different groups operating the EMS but now it is completely shut down. One group has reached out to an attorney and all the funds has been frozen. Aurora and Moores Hill has been taking the calls. Need to voice our concerns. We need a EMS. Greco will get a email list of who to contact.
- Need a Executive Meeting to discuss Town Manager position. Qualifications, salary range, benefits and job description. Executive Meeting will be January 15 at 6:30 p.m.

#### Beautification – Charlie Caldwell – nothing to report

#### Parks – Tom Wafford

- Officers has been elected. President – Tom Wafford. Vice President – Thom Maltbie. Secretary – Kyle Miller.

#### Attorney – John Watson

- Dearborn County Regional Sewer – Lake Dilldear sewer project. Will be negotiating and have a meeting.
- Friendship Gallery/Brown Roofing. Moving in the right direction on a settlement.
- Regarding the Dillsboro EMS. Will see what happens. And the actions by the County Comissioners.

#### Old Business – none

#### New Business – none

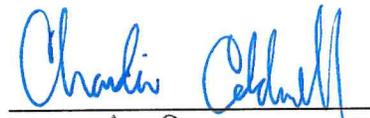
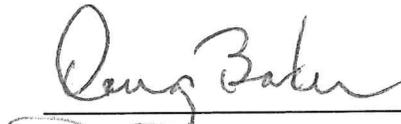
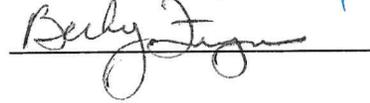
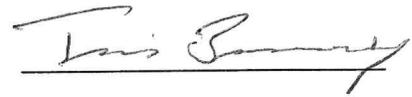
Public Comment

- Carrie Miller stated by removing the trees and bushes on Guion Street by the Side Street Station. They probably help with the sound. If taken down it would be worst on the property owner.

Being no further business. CM Benning made a motion to adjourn the meeting at 7:24 p.m. Seconded by CM Jackson. Motion carried.



Rita Stevens, Clerk-Treasurer

## Appointments 2024

- Chief of Police - Josh Cady
- Utilities Superintendent – Matt Bauer
- Town Manager – Susan Greco
- Municipal Attorney – John Watson
- Municipal Engineer – Curry and Associates
- Streets Engineer – HWC Engineering
- Code Enforcement – Town Manager
- ERC (Employee Responsible in Charge)
- IOT: Cybersecurity Incident Report
- Dearborn County Emergency Management
- SIRPC (Southeastern Indiana Regional Planning Commission) – Town Manager
- Dillsboro Planning & Zoning Commission
  - o Shae Robers
  - o Mike Heffelmire
  - o Steve Barger
  - o Troy Short
  - o Ora Moore
  - o Tim Benning
  - o Lorene Westmeier
- Board of Zoning Appeals
  - o Mike Heffelmire
  - o Jim Deaton
  - o Shae Robers
  - o Daryl Cutter
  - o Teresa Barger
- Redevelopment Commission
  - o Tom Wafford
  - o Dustin Kitchell
  - o Tracey Adkisson
  - o Christina Stewart
  - o Max Whaley
  - o Daryl Cutter (School Board Appointment)
- Downtown Dillsboro Design Commission
  - o Cheryl Drury
  - o Kim Spangler
  - o Patricia Perkins
  - o Tom DeVille
  - o Leah Patterson
  - o Brad Holtegel
  - o Jerri Jackson

- Dillsboro Community Park Board

- Tom Wafford
- Shari Cutter
- Thom Maltbie
- Greg Hughes
- Kyle Miller

**ORDINANCE 2024-1-1**

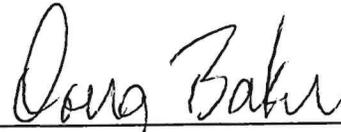
**AN ORDINANCE AUTHORIZING THE CLERK-TREASURER TO MAKE THE NECESSARY END OF THE YEAR FUND TRANSFERS TO BALANCE THE 2023 BUDGET FOR THE TOWN OF DILLSBORO**

WHEREAS, the Clerk-Treasurer of the Town of Dillsboro, Indiana, is charged with the responsibility of paying all expenses for the day to day operations of the Town; and

WHEREAS, the Clerk-Treasurer of the Town of Dillsboro, Indiana, is charged with the responsibility of balancing all funds in the 2023 Town of Dillsboro budget;

NOW, THEREFORE BE IT RESOLVED that the Dillsboro Town Clerk-Treasurer be authorized to make transfers within the General Fund, Motor Vehicle Highway Fund and the Local Road and Street Fund and any other funds, if necessary, to balance all line items of the 2023 budget.

PASSED AND ORDAINED this 8th day of January 2024



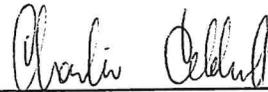
Doug Baker – Council Member



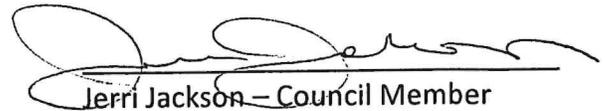
Becky Fryman - Council Member



Tim Benning – Council Member



Charlie Caldwell – Council Member



Jerri Jackson – Council Member

ATTEST:



Rita Stevens – Clerk-Treasurer



## Dillsboro Volunteer Fire Dept., Inc.

10100 Front Street, P.O. Box 148, Dillsboro, Indiana 47018

January 8, 2024

Dillsboro Town Council  
10300 Executive Drive  
Dillsboro, In 47018

Re: Fire Department  
Officers for 2024

Dear Council:

The Dillsboro Volunteer Fire Department requests your approval of the following officers voted to serve a one-year term for the calendar year 2024 for the Dillsboro Volunteer Fire Department, Inc.

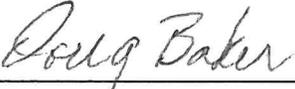
**Fire Chief:** Jason Sullivan  
**Asst. Chief:** Drew Tenhundfeld  
**Captains (2):** Chris Holland & Bobby Menkhaus  
**Safety Officer:** Donnie Thompson  
**President:** Jared Teaney  
**Vice Pres:** David Disbro  
**Secretary:** Seth McKeever  
**Treasurer:** Tanner Thompson  
**Trustee:** Jasper Ross (3 Year Term Expires 2026)

We also request the approval of the following officers (lieutenants) which are appointed positions by the elected officers for the year 2024.

**Lieutenants:** Jasper Ross & Seth McKeever

The Following request was presented for approval to the Town Council of the Town of Dillsboro on the 8<sup>th</sup> day of January 2024.

Voted: Yea 5 Nea 0

  
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Doug Baker, Council President

  
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Rita Stevens, Clerk Treasurer