

Dillsboro Town Council

December 18, 2023

The regular meeting of the Dillsboro Town Council was opened by President, Doug Baker, with the pledge to the flag on December 18, 2023 at 6:05 p.m.

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

CM Baker apologize for his unprofessional conduct at the December 11 council meeting.

The council minutes of the Regular Meeting and Executive Meeting on December 11. CM Fryman made a motion to approve the minutes. Seconded by CM Benning. Motion carried.

Clerk-Treasurer – Rita Stevens

- Sewer Adjustment for Amy Heffelfinger at 12927 Bank Street for \$248.37. Outside leak on water faucet. CM Fryman made a motion to approve the adjustment. Seconded by CM Caldwell. Motion carried.
- Dillsboro Volunteer Fire Department Invoices.  
2023 Clothing/Auto Allowance for \$2,800.00. This is a appropriation that is budgeted. CM Benning made a motion to approve this invoice. Seconded by CM Jackson. Motion carried.  
Annual Compensation from December 1, 2022-November 30, 2023 for \$4,094.00. This is from VFD Miscellaneous Expenses Appropriation. CM Fryman made a motion to approve this invoice. Seconded by CM Jackson. Motion carried.  
Fire Services, Inc. for \$1,807.92. Uniform for Bobby Menkhaus. This would be paid from the Public Safety Fund. CM Benning made a motion to approve this invoice. Seconded by CM Caldwell. Motion carried.
- Received a check from Caesar Creek Township Trustee for \$250.00 for a donation to the Dillsboro Community Park.

Fire Department – Tim Heitmeyer – nothing

Police – Josh Cady

Introduced Alexander Sears to council as the new police officer. CT Stevens sworn Sears in under oath.

Utility Department – Matt Bauer

- Change order deduction for Division II. A decrease of \$76,570.00 for the water line extension. CM Fryman made a motion for CM Baker to sign the change order. Seconded by CM Caldwell. Motion carried.
- Quote from Derf Tree Service for \$800.00 for the removal of the tree at the Art Center. CM Benning made a motion to approve this quote and to be paid from Town Owned Properties Fund. Seconded by CM Fryman. Motion carried.
- Quote from Derf Tree Service for removal of trees on the water line extension for \$2,200.00. CM Fryman made a motion to approve this quote and to be paid from water fund. Seconded by CM Caldwell. Motion carried.

- Bauer did ask Attorney Watson if everything ok with the Dennerline property on US 50 from the water project. Watson stated nothing has been brought to his attention.
- Bauer stated only have 1 easement from Karla Roberts not signed on the water extension project. Attorney Watson stated he will help if needed.
- Tim Hunt from HWC is the engineering firm for the CCMG next year. Need approval for Bauer to be the ERC (Employee in Responsible Charge) for the grant. CM Fryman made a motion for Bauer to be the ERC. Seconded by CM Jackson. Motion carried.

#### Interim Town Manager – Susan Greco

- Downtown Dillsboro Design Commission organizational meeting is scheduled for December 27<sup>th</sup>.
- Planning & Zoning will be meeting on December 28<sup>th</sup>.
- Town Owned Properties – Only expenses for Indiana Mentors Building and Friendship Gallery are to be funded through town owned properties fund. This is a fund for properties under the lease agreement. All other properties are funded through other revenue sources.
- Dearborn County Chamber of Commerce 2024 Membership Renewal for \$220.00. CM Benning made a motion to pay this membership from the General Miscellaneous fund. Seconded by CM Jackson. Motion carried.
- Permission for prospective town manager applicant to job shadow for a day. This person is a Dearborn County resident and went to Dillsboro School in grades 4-7. Council gave approval for the person to job shadow under Greco.
- Friendship Gallery – Status of Brown Roofing Settlement. Attorney Watson stated need to get in contact with Joe Votaw in hoping to settle.
- Friendship Gallery Upstairs Apartment – Have a interested tenant but needs the floors, walls and the kitchen finished. CM Baker stated need to get Brown Roofing settled first. Council has thought about gifting the building to the Art Center after the Bown Roofing settlement. Greco stated the Art Center does not have any money to support the building on expenses.

#### Beautification – Charlie Caldwell – nothing

Parks - Greco has a binder of the Parks minutes. CM Baker stated someone needs to come to the council meeting if they have any business.

#### Attorney – John Watson

- 2024 Salary Ordinance 2023-12-1 (attached) – Watson updated police officer name to Alexander Sears. CM Baker did state council decided to change for a full time employee to be 32 hours a week instead of 35 hours a week. After these changes CM Benning made a motion to approve the Ordinance 2023-12-1. Seconded by CM Fryman. Motion carried.
- Amend Ordinance 2023 Salary Ordinance 2022-12-3 (attached). Adding Susan Greco to Town Manager effective November 13, 2023. CM Jackson made a motion to approve the amended 2023 Salary Ordinance. Seconded by CM Caldwell. Motion carried.
- A Resolution Authorizing Purchase of Shirts with Dillsboro Insignia for Town Employees and Staff – Resolution 2023-12-2 (attached). CM Benning made a motion to approve Resolution 2023-12-2. Seconded by CM Fryman. Motion carried.

- o Attended the 911 Meeting regarding the 2024-2026 Interlocal Agreement. No changes in what the county is asking the town to pay.
- o Interlocal Agreement for 911 Services. Council agreed to pay the 2023 Agreement of \$5,000.00 from Riverboat. CM Fryman made a motion to pay the agreement this year. Seconded by CM Jackson. Motion carried.
- o Regarding the Lake Dilldear Sewer Project with the Dearborn County Regional Sewer District. A draft contract is ready to go.
- o A Resolution Authorizing Christmas Bonus for Dillsboro Employees – Resolution 2023-12-3 (attached) CM Benning made a motion to approve Resolution 2023-12-3. Seconded by CM Fryman. Motion carried.

Old Business

CM Fryman stated David Caldwell contacted her regarding the alley situation beside his building on North Street. Greco stated it is a continuation of Rose Street but not wide enough for a street. Problem in past was a box truck using the alley. Could place a sign stating no large trucks on the entrances of the alley. Council decided to table this.

New Business

CT Stevens stated the newspaper needs to know the Council Meeting dates for 2024. Council decided to leave it at the 2<sup>nd</sup> & 4<sup>th</sup> Monday's of each month.

CM Baker asked Bauer who is inspecting the town owned properties on a monthly basis. Bauer stated Mike Beach has. Kami Hamilton, Administrative Assistant, only typed up a form to be used each month.

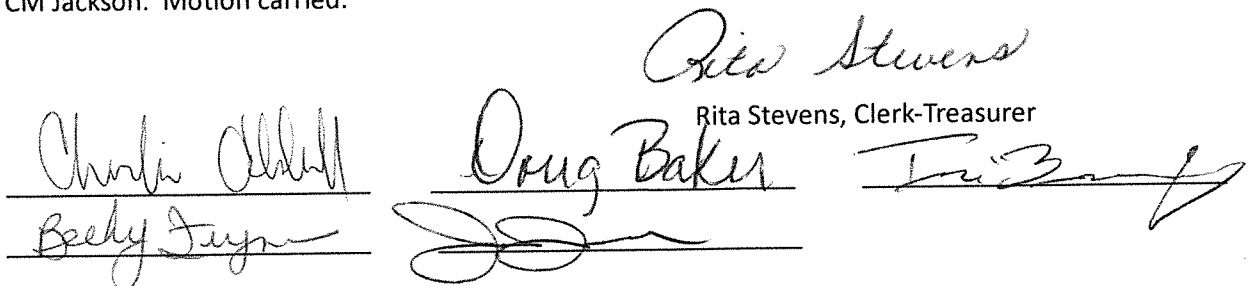
Appoint Josh Cady to the Emergency Management Advisory Board. CM Benning made a motion to approve Cady. Seconded by CM Jackson. Motion carried.

CM Baker stated the utility department needs to limit their overtime. Only overtime needed for emergencies. Also stated Bauer should not get overtime of attending council meetings. Need to take the time off.

CM Baker also stated that Rita Stevens, Utility Clerk/Clerk-Treasurer is to start working 32 hours a week in 2024. Be off on Thursday's. Kami Hamilton, Administrative Assistant, will keep the office open on Thursday's. CM Baker made a motion for CT Stevens to work only 32 hours a week. Seconded by CM Benning. Motion carried.

Tim Heitmeyer, fire chief, did state that Mike Beach has resigned from the Volunteer Fire Department.

Being no further business. CM Fryman made a motion to adjourn the meeting at 7:20 p.m. Seconded by CM Jackson. Motion carried.

  
Charlie Caldwell  
Becky Fryman  
Doug Baker  
Rita Stevens, Clerk-Treasurer  
Tim Heitmeyer

TOWN OF DILLSBORO ORDINANCE 2023-12- 1

An ordinance setting salary and wages for the employees, Town Council and Clerk Treasurer of the Town of Dillsboro for the 2024 fiscal year

Whereas the town council has the lawful obligation and duty to set amounts of compensation and increases and decreases from time to time of the Town's employees;

And whereas, it has been determined that certain employees should have salaries and wages for the year 2024 and are effective upon December 25, 2023, unless otherwise noted herein.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL, TOWN OF DILLSBORO:

1. That Michael J. Beach shall be given an hourly wage of \$21.25 to be taken from water works, sewer or general or motor vehicle highway fund based on 40 hours per week. The overtime rate will be \$31.87 per hour. The Sunday Overtime rate will be \$42.50. He shall be reimbursed \$600 annually for cell phone usage.
2. That Brian Graver shall receive \$23.40 per hour from the Water Works, Sanitary Sewage and General Funds or Motor Vehicle Highway Fund based on a 40-hour work week. The overtime rate will be \$35.10 per hour. The Sunday Overtime rate will be \$46.80. He shall be reimbursed \$600.00 annually for cell phone usage.
3. That Eric R. Graver shall receive \$24.27 per hour from the Sanitary Sewage Funds based on a 40-hour work week. The overtime rate will be \$36.40 per hour. The Sunday Overtime rate will be \$48.54. He shall be reimbursed \$600.00 annually for cell phone usage.
4. That Matthew Bauer, Utilities Superintendent, shall receive \$29.20 per hour from the Sanitary Sewage Funds based on a 40-hour work week from water works, sewer or general fund. The overtime rate will be \$43.80 per hour. The Sunday Overtime rate will be 58.40. He shall be reimbursed \$600.00 annually for cell phone usage. Matthew Bauer shall be eligible to receive three years vacation calculated from August 26, 2019, and shall thereafter be entitled to vacation as provided by the Town's personnel policy as thereafter in effect.
5. That Utilities Clerk Rita Stevens shall receive \$16.55 per hour from Water Works and Sanitary Sewage Funds based on a 40-hour work week. Overtime rate will be \$24.82 per hour. The Sunday Overtime rate will be \$33.10. She shall be reimbursed \$600.00 annually for cell phone usage.
6. That Administrative Assistant Kami Hamilton shall receive \$14.46 per hour from Water Works and Sanitary Sewage Funds based on a work week limited to twenty-four hours, as the position is part-time. No overtime is expected due to the part-time nature of the position. However, if the Administrative Assistant ever exceeds forty (40) hours in a work week, the overtime rate will be paid at the rate of \$21.69 per hour. The Administrative Assistant shall report to the Town Manager who shall make the Administrative Assistant's schedule and direct the Administrative Assistant in her duties.
7. That Susan Greco shall be interim Town Manager and shall be paid \$2,426.07 salary per pay period based on a 40-hour week from the general fund, effective November 13, 2023. Susan Greco will keep her own schedule in such a way as to be present for Town business as necessary, but she shall not exceed a forty (40) hour work week at any time or for any reason and therefore will receive no overtime pay. She shall be reimbursed \$600.00 per year for cell phone usage. Susan Greco shall retain detailed mileage records for use of her vehicle on town business and shall be reimbursed at the federal mileage rate. In addition, No HSA contribution shall be made for Town Manager Susan Greco as she is now on Medicare.

8. That Donald R. Schmaltz shall receive an hourly wage of \$22.75 to be taken from water works, sewer or general or motor vehicle highway fund based on 40 hours per week. The overtime rate will be \$34.12 per hour. The Sunday Overtime rate will be \$45.50. He shall be reimbursed \$600.00 annually for cell phone usage.
9. That Police Chief Joshua Cady shall receive \$29.20 per hour based on 40 hours per week Ninety (90%) per cent of which shall come from the General Fund or MVH Fund and ten (10%) of which shall come from the LIT Public Safety Fund. His overtime rate will be \$43.80. The Sunday Overtime rate will be \$58.40.
10. That Patrol Officer Alexander Sears shall receive \$23.00 per hour based on 40 hours per week from the General Fund or MVH Fund and 2/3 of LIT Public Safety, commencing on January 2, 2024. His overtime rate will be \$34.50. The Sunday Overtime rate will be \$46.00. Upon completion of an initial six-month probationary period, Alexander Sears shall receive a fifty cent (\$.50) per hour raise. Upon successful completion of the Indiana Law Enforcement Academy Tier II Course, Alexander Sears will receive an additional fifty cent (\$.50) raise per hour. Overtime and Sunday pay rate will be re-calculated upon receipt of fifty cent (\$.50) per hour raise described herein.
11. Employees who receive the \$600.00 cell phone allowance shall receive reimbursement in two installments, the first on or about June 1, 2023, and the second, on or about December 1, 2023.
12. Employees may also opt to take overtime hours as compensatory time rather than receiving overtime pay. Employees shall arrange compensatory time with their immediate supervisor, which will not be unreasonably denied. The employee will also report compensatory time scheduled and taken promptly to the clerk treasurer. Compensatory time will be granted so long as the compensatory time sought does not cause a serious disruption of town operations and/or services.

Utility employees who have on call weekend duty will be paid \$100.00 per weekend from water or sewer.

Any employee that acquires a CDL, a DSS Water License, or a Class 2 Wastewater license will receive an additional \$1.00 per hour for each such license earned so long as the license is maintained by the employee. The Town of Dillsboro will pay the costs for additional training, continuing education and other similar requirements necessary to maintain any such license. Each employee having secured such a license is expected to take the necessary steps to maintain the license in good standing. Every employee who receives additional pay for acquiring a CDL, DSS Water License or a Class 2 Wastewater license will be expected as a condition of employment to perform the duties which any such license holder is entitled to perform by law. Failure or refusal to perform such duties when required may result in disciplinary action or termination of employment.

Any employee hired shall receive minimum wage. The Council may approve a higher rate depending on education and experience. This payment shall come from the Water Works, Sanitary Sewage, General Funds or Motor Vehicle Highway Fund.

All salaries and/or wages are to be paid every 2 weeks with twenty-six pay periods per year, and the overtime rate will be one and a half times the hourly rate. Sunday overtime will be paid as double time, per town policy. Overtime will be limited to emergencies i.e., water line breaks, sewage problems, snow removal or as seen necessary by Town Manager or Superintendent or with prior approval of the Town Council.

VACATION ENTITLEMENT: All permanent full-time employees shall earn vacation. See Town Employee Policies and Procedures Revised. All 32 or more hour per week employees will receive major medical and dental insurance effective first day of employment, except as otherwise provided herein, and all permanent full-time employees will be enrolled in PERF. All vacation time accumulated in 2024 shall be used in 2024. Vacation time may not be carried into 2025.

SICK LEAVE: All permanent full-time employees shall receive twelve days per year from January to December. All new employees shall receive one sick day per month from date of employment to December. Sick days can be accumulated to a maximum of 90 days.

Vacation entitlement and sick leave entitlement for new hires shall be subject to the discretion of the Council as outlined in the personnel policy.

The Town of Dillsboro will furnish major medical insurance and dental insurance to the permanent full-time employees and their families, with the exception of Susan Greco. Employees who have single coverage will pay \$85.10 per month; employees with a child pay \$158.40; employees with a spouse pay \$170.30, and employees with family coverage will pay \$245.00 per month. The Town of Dillsboro will pay the balance of the premium. The Town of Dillsboro will deposit \$2,000.00 into any employees' Health Savings Account who has an insurance plan for the year 2023 to be taken out of the Riverboat Revenue Fund. The deposits will be as follows, March, \$500.00; June, \$500.00; September, \$500.00; and December, \$500.00.

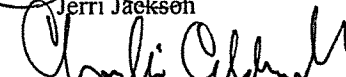

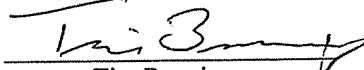
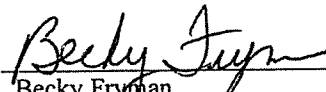
All full-time employees will be covered by PERF, effective first day of employment except for a newly created position which will be subject to enlargement approval from PERF.

The salaries of the Town Council shall be \$2,715.27 per year from the Sanitary Sewage Fund and \$2,715.27 per year from the Water Works Fund and \$1,357.64 from the general fund. They will be paid the last pay period of every month. Regular meeting attendance is of great importance. Council members may miss up to two meetings without loss of pay annually. However, Council members who miss meetings in excess of two meetings annually, except for emergency circumstances, will not be paid for the missed meetings.

The clerk-treasurer shall receive \$3,353.70 per year from the General Fund, \$6,707.41 per year from the Water Works Fund and \$6,707.41 per year from the Sanitary Sewage Fund. The clerk-treasurer will be paid the last pay period of every month.

All salary and wage increases set forth above will be paid to those persons unless in the discretion of the Town Council there are insufficient appropriations or amounts contained in the budget from which to pay such increases.

Town Council  
Town of Dillsboro

  
\_\_\_\_\_  
Jerri Jackson  
\_\_\_\_\_  
Charlie Caldwell  
\_\_\_\_\_  
Rita Stevens, Clerk-Treasurer  
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Douglas Baker  
\_\_\_\_\_  
Tim Benning  
\_\_\_\_\_  
Becky Fryman

AMENDED  
TOWN OF DILLSBORO ORDINANCE 2022-12-3  
AS AMENDED JANUARY 23, 2023  
AND AS AMENDED ON JUNE 12, 2023,  
AND AS AMENDED ON December 18, 2023

An ordinance Amending salary and wages for the employees, Town Council and Clerk Treasurer of the  
Town of Dillsboro for the 2023 fiscal year

Whereas the town council has the lawful obligation and duty to set amounts of compensation and increases and decreases from time to time of the Town's employees;

And whereas, it has been determined that certain employees should have salaries and wages for the year 2023 and are effective upon December 26, 2022, unless otherwise noted herein.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL, TOWN OF DILLSBORO:

1. That Michael J. Beach shall be given an hourly wage of \$20.13 to be taken from water works, sewer or general or motor vehicle highway fund based on 40 hours per week. The overtime rate will be \$30.19 per hour. The Sunday Overtime rate will be \$40.26. He shall be reimbursed \$600 annually for cell phone usage.
2. That Brian Graver shall receive \$22.28 per hour from the Water Works, Sanitary Sewage and General Funds or Motor Vehicle Highway Fund based on a 40-hour work week. The overtime rate will be \$33.42 per hour. The Sunday Overtime rate will be \$44.56. He shall be reimbursed \$600.00 annually for cell phone usage.
3. That Eric R. Graver shall receive \$23.15 per hour from the Sanitary Sewage Funds based on a 40-hour work week. The overtime rate will be \$34.73 per hour. The Sunday Overtime rate will be \$46.30. He shall be reimbursed \$600.00 annually for cell phone usage.
4. That Matthew Bauer, Utilities Superintendent, shall receive \$28.08 per hour from the Sanitary Sewage Funds based on a 40-hour work week from water works, sewer or general fund. The overtime rate will be \$42.12 per hour. The Sunday Overtime rate will be 56.16. He shall be reimbursed \$600.00 annually for cell phone usage. Matthew Bauer shall be eligible to receive three years vacation calculated from August 26, 2019, and shall thereafter be entitled to vacation as provided by the Town's personnel policy as thereafter in effect.
5. That Utilities Clerk Rita Stevens shall receive \$15.91 per hour from Water Works and Sanitary Sewage Funds based on a 40-hour work week. Overtime rate will be \$23.87 per hour. The Sunday Overtime rate will be \$31.82. She shall be reimbursed \$600.00 annually for cell phone usage.
6. That Administrative Assistant Kami Hamilton shall receive \$13.90 per hour from Water Works and Sanitary Sewage Funds based on a work week limited to twenty-four hours, as the position is part-time. No overtime is expected due to the part-time nature of the position. However, if the Administrative Assistant ever exceeds forty (40) hours in a work week, the overtime rate will be paid at the rate of \$20.80 per hour. The Administrative Assistant shall report to the Town Manager who shall make the Administrative Assistant's schedule and direct the Administrative Assistant in her duties.
7. That Susan Greco shall be Town Manager and shall be paid \$2,426.07 salary per pay period based on a 40-hour week from the general fund, effective November 13, 2023. Susan Greco will keep her own schedule in such a way as to be present for Town business as necessary but she shall not exceed a forty (40) work week at any time for any reason and therefore will receive no overtime pay. She shall be reimbursed \$600.00 per year for cell phone usage. Susan Greco shall retain

detailed mileage records for use of her vehicle on town business and shall be reimbursed at the federal mileage rate. In addition, no HSA contribution shall be made for Town Manager Susan Greco as she is now on Medicare.

8. That Kyle Cleeter shall receive \$18.54 per hour from the Water Works, Sanitary Sewage and General Funds or Motor Vehicle Highway Fund based on a 40-hour work week, per pay period. The overtime rate will be \$27.81 per hour. The Sunday Overtime rate will be \$37.08. He shall be reimbursed \$600.00 annually for cell phone usage.
9. That Donald R. Schmaltz shall receive an hourly wage of \$21.63 to be taken from water works, sewer or general or motor vehicle highway fund based on 40 hours per week. The overtime rate will be \$32.44 per hour. The Sunday Overtime rate will be \$43.26. He shall be reimbursed \$600.00 annually for cell phone usage.
10. That Police Chief Joshua Cady shall receive \$25.32 per hour based on 40 hours per week from the General Fund or MVH Fund. His overtime rate will be \$37.98. The Sunday Overtime rate will be \$50.64.
11. That Patrol Officer Ashley Brown shall receive \$21.50 per hour based on 40 hours per week from the General Fund or MVH Fund and 2/3 of LIT Public Safety, commencing on May 9, 2023. Her overtime rate will be \$32.25. The Sunday Overtime rate will be \$43.00. Upon completion of an initial six-month probationary period, Ashley Brown shall receive a fifty cent (\$.50) per hour raise. Upon successful completion of the Indiana Law Enforcement Academy Tier II Course, Ashley Brown will receive an additional fifty cent (\$.50) raise per hour. Overtime and Sunday pay rate will be re-calculated upon receipt of either fifty cent (\$.50) per hour raise described herein.
12. Employees who receive the \$600.00 cell phone allowance shall receive reimbursement in two installments, the first on or about June 1, 2023, and the second, on or about December 1, 2023.
13. Employees may also opt to take overtime hours as compensatory time rather than receiving overtime pay. Employees shall arrange compensatory time with their immediate supervisor, which will not be unreasonably denied. The employee will also report compensatory time scheduled and taken promptly to the clerk treasurer. Compensatory time will be granted so long as the compensatory time sought does not cause a serious disruption of town operations and/or services.

Utility employees who have on call week end duty will be paid \$100.00 per week end from water or sewer.

Any employee that acquires a CDL, a DSS Water License, or a Class 2 Wastewater license will receive an additional \$1.00 per hour for each such license earned so long as the license is maintained by the employee. The Town of Dillsboro will pay the costs for additional training, continuing education and other similar requirements necessary to maintain any such license. Each employee having secured such a license is expected to take the necessary steps to maintain the license in good standing. Every employee who receives additional pay for acquiring a CDL, DSS Water License or a Class 2 Wastewater license will be expected as a condition of employment to perform the duties which any such license holder is entitled to perform by law. Failure or refusal to perform such duties when required may result in disciplinary action or termination of employment.

Any employee hired shall receive minimum wage. The Council may approve a higher rate depending on education and experience. This payment shall come from the Water Works, Sanitary Sewage or General Funds or Motor Vehicle Highway Fund.



All salaries and/or wages are to be paid every 2 weeks with twenty-six pay periods per year, and the overtime rate will be one and a half times the hourly rate. Sunday overtime will be paid as double time, per town policy. Overtime will be limited to emergencies i.e., water line breaks, sewage problems, snow removal or as seen necessary by Town Manager or Superintendent or with prior approval of the Town Council.

VACATION ENTITLEMENT: All permanent full-time employees shall earn vacation. See Town Employee Policies and Procedures Revised January 1, 2023. All 35 or more hour per week employees will receive major medical and dental insurance effective first day of employment and will be enrolled in PERF. All vacation time accumulated in 2023 shall be used in 2023. Vacation time may not be carried into 2024.

SICK LEAVE: All permanent full-time employees shall receive twelve days per year from January to December. All new employees shall receive one sick day per month from date of employment to December. Sick days can be accumulated to a maximum of 90 days.

Vacation entitlement and sick leave entitlement for new hires shall be subject to the discretion of the Council as outlined in the personnel policy.

The Town of Dillsboro will furnish major medical insurance and dental insurance to the permanent full-time employees and their families. Employees who have single coverage will pay \$85.10 per month; employees with a child pay \$158.40; employees with a spouse pay \$170.30, and employees with family coverage will pay \$245.00 per month. The Town of Dillsboro will pay the balance of the premium. The Town of Dillsboro will deposit \$2,000.00 into any employees' Health Savings Account who has an insurance plan for the year 2023 to be taken out of the Riverboat Revenue Fund. The deposits will be as follows, March, \$500.00; June, \$500.00; September, \$500.00; and December, \$500.00.

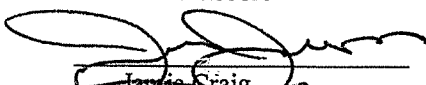
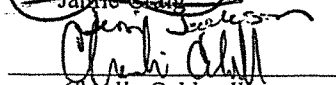
All full-time employees will be covered by PERF, effective first day of employment except for a newly created position which will be subject to enlargement approval from PERF.

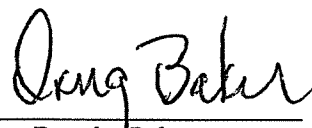
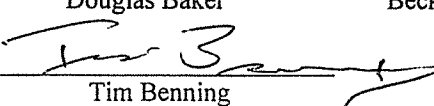
The salaries of the Town Council shall be \$2610.84 per year from the Sanitary Sewage Fund and \$2,610.84 per year from the Water Works Fund and \$1,305.42 from the general fund. They will be paid the last pay period of every month. Regular meeting attendance is of great importance. Council members may miss up to two meetings without loss of pay annually. However, Council members who miss meetings in excess of two meetings annually, except for emergency circumstances, will not be paid for the missed meetings.

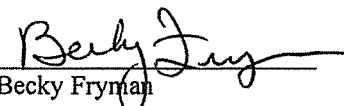
The clerk-treasurer shall receive \$3,224.71 per year from the General Fund, \$6,449.43 per year from the Water Works Fund and \$6,449.43 per year from the Sanitary Sewage Fund. The clerk-treasurer will be paid the last pay period of every month.

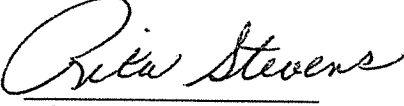
All salary and wage increases set forth above will be paid to those persons unless in the discretion of the Town Council there are insufficient appropriations or amounts contained in the budget from which to pay such increases.

Town Council  
Town of Dillsboro

  
Jamie Craig  
  
Charlie Caldwell

  
Douglas Baker  
  
Tim Benning

  
Becky Fryman

  
Rita Stevens, Clerk-Treasurer

RESOLUTION 2023- 17 - 2

A RESOLUTION AUTHORIZING PURCHASE OF SHIRTS WITH  
DILLSBORO INSIGNIA FOR TOWN EMPLOYEES AND STAFF

WHEREAS, the Town of Dillsboro provides services to the citizens of the Town;

WHEREAS, it is sometimes desirable that Town employees and staff wear clothing with Dillsboro insignia so that employees can be properly be identified by the public;

**NOW, THEREFORE, BE IT RESOLVED BY THE DILLSBORO TOWN COUNCIL AS FOLLOWS:**

1. The Dillsboro Town Council does hereby authorize and approve the purchase of shirts for each employee and staff with Dillsboro identifiers which can be worn from time so that the public can readily identify Dillsboro employees when deemed necessary.
2. The purchase shall not exceed 403.00
3. The Clerk Treasurer and Town manager are authorized to take all necessary steps to implement the directives of this resolution.

**ALL OF WHICH IS RESOLVED** by the Dillsboro Town Council on this the 18<sup>th</sup>  
day of December, 2023.

**DILLSBORO TOWN COUNCIL**

Charlie Albright  
Betsy Jones  
Judy Baker

[Signature]  
Lori [Signature]

**ATTEST:**

Rita Stevens  
Rita Stevens  
Dillsboro Clerk Treasurer

RESOLUTION 2023- 12 - 3

A RESOLUTION AUTHORIZING CHRISTMAS BONUS FOR ALL DILLSBORO EMPLOYEES

WHEREAS, Dillsboro Town employees have provided outstanding service to the Town throughout 2023;

WHEREAS, the Town of Dillsboro wishes to provide a Christmas Bonus to all employees in recognition of their service to the Town for calendar year 2023;

**NOW, THEREFORE, BE IT RESOLVED BY THE DILLSBORO TOWN COUNCIL AS FOLLOWS:**

1. The Dillsboro Town Council does hereby authorize and approve the payment of a Christmas bonus in the amount of \$150.00 per employee in recognition of their service to the Town in 2023
2. The Clerk Treasurer and Town manager are authorized to take all necessary steps to implement the directives of this resolution.

**ALL OF WHICH IS RESOLVED** by the Dillsboro Town Council on this the 18<sup>th</sup> day of December, 2023.

**DILLSBORO TOWN COUNCIL**

Charlie Allen  
Betsy Jay  
Doug Baker

[Signature]  
[Signature]

**ATTEST:**

Rita Stevens  
Rita Stevens  
Dillsboro Clerk Treasurer