

February 13, 2024 Shelburn Town Council Meeting Agenda

CALL TO ORDER AND ROLL CALL

APPROVAL OF THE MINUTES

- Minutes of the Meeting held on January 30, 2024 and February 6, 2024

OLD BUSINESS

- Review applications for Water Laborer
- IDEM Inspection
- Towing Rotation for Police Department (policy or ordinance put in place?)
- Replacement of Water and Wastewater Superintendent
- New Park Board Member Needs appointed for a four year term.
 - o Jenny Ransford, Republican, term expires end of 2024.
 - o Heather Lewis, Independent, term expires end of 2025.
 - o Melissa Copeland, Republican, term expires end of 2026.
 - o New Member, term will expire end of 2027.
- Redevelopment Commission Update
 - o Debby Stuck – Bond is signed.
 - o Heather Lewis – Bond still needs signed.
 - o Matthew Price – Bond still needs signed.
 - o Mark Shroyer – Bond still needs signed.
 - o Steven Morgan – Still have not received application for bond.
**The RDC cannot meet and begin their 2024 projects until the board is bonded.*

NEW BUSINESS

- 2024 Mowing Bid List Approval and Approval of accepting bids
- Clarification on Communication with Vendors

FINANCIAL REPORTING

1. Claims – *review, approve, sign, and return to Clerk-Treasurer.*
2. Payroll Allowance – *review, approve, sign, and return to Clerk-Treasurer.*
3. Fund Report
4. Monthly Tenant Report

REPORTS BY DEPARTMENTS

1. Clerk Treasurer
 - a. Conflict of Interest Disclosure Statement from Mr. Southwood (clerk-treasurer has not received this yet to upload to Gateway)
 - b. New Employee Handbook for 2024 – Need ALL employees to sign that they received it.

- c. Future Payroll Changes
- 2. Utility Superintendent
- 3. Town Marshal
 - a. Council would like to review the SOG's/Policies and Procedures
- 4. Fire Department

PUBLIC COMMENTS/CONCERNS – *Council will address the concerns brought forward by the public comment/question forms.*

MAKE MOTION TO ADJOURN MEETING