SHELBURN TOWN COUNCIL
NORTHEAST SCHOOL CORPORATION OFFICE
October 24, 2024 at 6:00pm

The meeting was called to order at 6:00pm with council members Aaron Lewis, Jared Miller, and Noah J. Southwood in attendance. Council Member Alex Norris was not in attendance at the beginning of the meeting, but I do note below what time he arrives.

All financial documents were disbursed to the Town Council by the Clerk-Treasurer.

The minutes from September 18, 2024, October 14, 2024, and October 14, 2024, were approved and signed by the board.

An adoption hearing for the 2025 Budget took place. Council President Noah J. Southwood made a motion to accept Ordinance 2024-10-24-01 and Ordinance or Resolution for Appropriations and Tax Rates. Seconded by Council Member Jared Miller. All in Favor.

Kristine Krueger from THRIVE West Central was in attendance and held a Comprehensive Utility Master Plan Public Hearing to discuss the town's process for applying for an OCRA grant to help fund the Comprehensive Utility Master Plan.

At 6:14pm Council Member Alex Norris arrived and joined the rest of the council at the table.

Council President Noah J. Southwood made a motion to adopt Ordinance 2024-10-24-01 an Ordinance Amending Ordinance 2013-1 which is the Fair Housing Ordinance which was originally passed on January 7. 2013. The amendment includes changing a part of the definition of FAMILY as follows pursuant to 24 CFR Part 5.403 and 24 CFR Part 574.2. The definition of "family" is revised to include families regardless of the actual or perceived sexual orientation, gender identity, or marital status of it's members. Seconded by Council Member Alex Norris. All in Favor.

Council President Noah J. Southwood made a motion to adopt Resolution No. 2024-10-24-1 a Declaration of Intent to Provide Matching Funds. This resolution declares the town's official intent to utilize $10,000 of local funds towards the required matching funds as part of the OCRA grant application.

Council President Noah J. Southwood made a motion to accept documents as presented and approving himself to sign all documents to proceed with the Comprehensive Utility Master Plan. These documents are as follows : Third Party Authorization Form, Four Factor Analysis Document, Environment Review Form 1, Disclosure Report, and CDBG Signature Page. Seconded by Council Member Aaron Lewis. All in Favor.

Council President Noah J. Southwood made a motion to accept the Claim Docket as well as the Payroll Allowance Docket presented to them by the Clerk-Treasurer, seconded by Council Member Jared Miller. All in Favor.

In a previous meeting the Town Council voted to transfer money from TIF funds to the EDIT fund to reimburse a payment made to Bakertilly out of the EDIT Fund. Clerk-Treasurer Melissa Copeland presented a transfer resolution to the council for that transfer and asked the council to please vote to adopt the transfer resolution so that it will allow her to do the transfer they requested. After some discussion, the council has decided that they do not have the authority to transfer the funds from the TIF Funds and that a Transfer will have to be done by the Shelburn Redevelopment Commission via a Transfer Resolution.

Council President Noah J. Southwood made a motion to adopt Resolution 2024-10-24-04 A Resolution Approving the Transfer for Funds Between Funds. Transferring $14,516.55 from Fund 2202 Local Road and Street Fund to Fund 4501 Local Road and Bridge Matching Fund. Seconded by Council Member Alex Norris. All in Favor.

Council President Noah J. Southwood made a motion to pay invoices presented by the Clerk-Treasurer as follows, McKinley Trenching, $1800.00, Napier's Garage $854, and Lummie Wilson $600. Seconded by Council Member Aaron Lewis. All in Favor.

Clerk-Treasurer Melissa Copeland also presented the council with an invoice from Jace Akers for $200. Laborer, Shawn Akers had hired him to help them with a job without the approval of the council. Clerk-Treasurer Melissa Copeland stated that she did not feel comfortable paying this invoice as not only was the hire not approved by the council, but that neither was the $20 per hour charge Mr. Akers had stated on the invoice. She also stated that this decision put the town in a very liable situation had Mr. Akers or someone else been injured or killed on the job. The council agreed that the invoice should not be paid and reiterated that all hires must be done by the council. No discussion of reprimand for Mr. Aker's actions was discussed.

Council President Noah J. Southwood made a motion to allow the upgrade to the size of the main going into the Firehouse so that the fire department could fill their truck easier and quicker. Seconded by Council Member Aaron Lewis. All in Favor. Council member Alex Norris abstained due to being on the fire department.

Justin Matney rented the Shelburn Community Building on October 18th and 19th. Kim Alcorn rented the community building on 10/20. When Kim arrived to set up for her event on 10/20 at roughly 11am, she found the community building in a mess. It appeared that the renter from 10/19, just left the building at the end of their event and left all trash, décor, food, etc. sitting out. Council Member Alex Norris made a motion to refund Kim Alcorn her rental fee for 10/20 for the trouble and keep the deposit from Justin Matney for leaving the building in such poor condition. Seconded by Council Member Aaron Lewis. All in Favor.

There is a significant leak under the sink in the kitchen at the community building as well as drain issues of the sinks not draining at all or very slowly. Clerk-Treasurer Melissa Copeland contacted Wabash Valley Plumbing to check it out and hopefully repair it before a busy rental week/weekend. For the drainage issues, the plumber "snaked" the line and stated he noticed what looked like dirt coming back with his snake so he stated we may have a busted drain line. He suggested that the town attempt to clean out the drain to see if that will solve the issue. As far as the leaking issue under the sink, he stated that the entire drain system/pipes under the sink need replaced as they are old, damaged, and draining the wrong direction. He stated their company could come and replace the entire thing and do it correctly, but he suggested fixing the drain issue first. The Town Council asked Joel to use the bladder in the drain to attempt to solve the drainage issue and update them after.

Businessman Thomas McCracken of Island Way Trading Inc. was present and had filled out a Desire to Appear at Meeting Form on October 17, 2024. In his Form he requested that the "town council vote to approve or disapprove the purchase of the property commonly referred to as the Slab. The purchase price is $55,000." The conversation between the Council and Mr. McCracken began and most communication was between Mr. McCracken and Council President Noah J. Southwood. Noah asked Mr. McCracken if he would be willing to negotiate, in which Mr. McCracken stated he would. Noah then made an unofficial offer of $40,000, in which Mr. McCracken very quickly stated "no." Eventually a motion was made to deny paying $55,000 by Council Member Aaron Lewis, seconded by Council Member Jared Miller. After some discussion, Council President Noah J. Southwood stated he was in favor of purchasing the slab for $55,000. For the record, I never heard Council Member Alex Norris vote, however Council President Noah Southwood

Council Member Alex Norris made a motion to hire Jace Akers as the new laborer. There were 11 people who applied for the job, 3 who were interviewed. Seconded by Council President Noah J. Southwood. All in Favor.

Council Member Alex Norris then immediately rescinded his vote. Seconded by Noah J. Southwood. All in Favor.
Council member Alex Norris then made a motion to hire Jace Akers as the new laborer, pending an insurance review, background check, and a negative drug test with his start date of November 1, 2024, and his starting pay at $15 per hour. Seconded by Council President Noah J. Southwood. All in Favor.

The Council received two sealed bids for a new roof on the Gas Station located at 106 W. Mill St. This roof was just recently replaced back in 2022; however, Council President Noah J. Southwood is not happy with the look and wants to remove the new roof and replace it with something that fits the era of the building. The first bid was from DriRite LLC for $30,245.45. The second bid was from Yoder Construction LLC. for $22.300. A heated discussion ensued between the Council President Noah J. Southwood and a resident in the audience as well as with the remaining council members. It was then mutually decided that there would be no vote taken and the current roof would remain in place

The Council also received two sealed bids for a new roof on the Green Building located at 35 W. Mill St. This building is currently being rented to Mike Rodgers how is the owner of DriRite LLC. The first bid was from Yoder Construction LLC for a total of $24,650. The second bid was from DriRite LLC. for $14,105.05. Since he is the current tenant in this building, he stated his bid did not include labor. Council Member Jared Miller made a motion to accept DriRite LLC's bid of $14,105.05, Seconded by Council Member Aaron Lewis. All in Favor.

Council Member Alex Norris made a motion to allow Council President Noah J. Southwood to sign the title for a 1991 Fire Truck that was previously owned and sold by the Town. Seconded by Council Member Aaron Lewis. All in Favor.

Council Member Alex Norris made a motion to adopt Resolution No. 2024-10-24-03 A Resolution Authorizing an Expenditure from the American Rescue Plan Funds Under the Town of Shelburn Standard Allowance. This Resolution will allow for an amount of up to $35,000 for the Shelburn Park Board for upgrades to the Town Park and Ball Diamond. Seconded by Council Member Jared Miller. All in Favor.

Council President Noah J. Southwood made a motion to have Clerk-Treasurer Melissa Copeland to work with Bakertilly on getting an agreement together for a rate study for both water and sewer. Seconded by Council Member Alex Norris. All in Favor.

At 8:09pm a motion was made by Council Member Jared Miller to adjourn the meeting, seconded by Aaron Lewis. All in favor.

Noah J. Southwood, President

Aaron Lewis, Vice President

Jared Miller

Alex Norris

Attest: