

**REGULAR MEETING  
MARCH 8<sup>TH</sup>, 2023 5:00 P.M.  
KENTLAND TOWN HALL**

**Attending: Debby Shufflebarger, President, Chandlor Weiss-Brinkman, Council Member, Rebecca Goddard, Attorney and Judy King, Clerk/Treasurer**

**The meeting opened by saying the Pledge of Allegiance**

**Bid openings for the property at 306 E. Owen. No bids for the sale of the property.**

**A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve the minutes from February 8<sup>th</sup>, 2023.**

**A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve the minutes from February 22<sup>nd</sup>, 2023.**

**A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve the claims.**

**A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve the financial statement.**

**BUILDING COMMISSIONER**

**Matt Wittenborn reported on the following:**

**2 Permits issued for the month**

**4 Permits issued today**

**Fielding a lot of calls on permits**

**Spent time at South Newton las Friday to help with a redesign of the cafeteria to comply with code on egress.**

**TOWN MANAGER**

**Ricky Hughes reported on the following:**

**Sink hole has been repaired in the alley between Lincoln and Iroquois just off of Fourth Street.**

**March 2<sup>nd</sup>, Ricky had students from South Newton to help with cleaning of the Community Center.**

**Repaired water main break at Fifth and Dunlap.**

**March 22<sup>nd</sup>, we should have the bids for the Community Crossing Grant.**

**They will be starting repairs on the storm drain at Meadow Lane Subdivision. The drain is collapsed and that is why the road is taking on so much water.**

**Ricky and Chandlor looked at installing the privacy fence for the Southside Park. That should take place in a few weeks.**

Removed 5 dead trees around the parks.

Looking at changing out the faucets in the pool restrooms. Would like to get the type that shuts off automatically since the kids leave them running. Looking at about \$100.00 for each faucet.

Ricky spoke with Mueller Excavating in regards to taking down the pavilion at Batton Park. It would be about \$10,000.00 for them to tear it down. What can be saved will be taken to Cast Park and reused. Debby and Chandlor were in agreement to have Mueller tear it down.

Ricky found a used 2007 International Street Sweeper for \$14,990.00 with 61,340 miles.

Town Cleanup Days will be April 29<sup>th</sup>, 2023

Debby inquired if some safety issues had been addressed at Cast Park. Ricky said they have been taken care of.

#### **FIRE CHIEF**

Matt Wittenborn reported on the following:

5 Fire Calls and 1 was mutual aid

1 Business Meeting

1 Training

28 Medical Calls

Working on setting up a Pancake Breakfast for possibly late April early May

Received a bill from MacQueen Equipment for \$3,071.66. This is for yearly maintenance and did not receive approval on this.

Mulhaupts was back and reprogrammed openers for the doors and did some repairs on the doors.

#### **AVIATION**

Jim Butler reported on the following:

Projects have started with roofing repairs and flooring at the airport.

Should have bids for the West Ramp Project in April.

The fuel pump motor froze up and is being repaired.

#### **ECONOMIC DEVELOPMENT**

Mike Davis reported on the following:

Child Care Questionnaire is out on the web.

Mike spoke to Jim Gillen in regards to a design for the new pavilion at Batton Park.

Met with volunteers on the Winter Event on March 7<sup>th</sup>. This year's event will be held at the Airport and the date is December 17<sup>th</sup>, 2023. No name on what it will be called as of yet.

#### **ATTORNEY**

Becky Goddard reported on the following:

The last of the revisions were made on "Fence Ordinance #2023-02-22". Debby read the ordinance out loud. A motion was made to approve and adopt Fence Ordinance #2023-02-22 by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman.

Also presented was Ordinance #2023-03-08 which is An Ordinance "To Amend 35.06 of the Kentland Town Code" for Small Purchases. Debby read this ordinance out loud. A motion was made by Chandlor Weiss-Brinkman to approve the Ordinance #2023-03-08 and seconded by Debby Shufflebarger.

Debby would like to speak with Becky in regards to the 306 East Owen property. It was up for bids tonight in which we received nothing.

#### **POLICE CHIEF**

Jamie Wirtz reported on the following:

111 Calls for the month

86 Kentland Police took care of

Jamie spoke with Tom Sondgerath from Alsop Chevrolet in regards to trading in Bryan's vehicle. It is a 2018 with 50,000 miles. Would need to get it ordered soon.

#### **CLERK**

Judy King reported on the following:

Judy presented the 2022 Write Off List for Water. A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve.

Judy presented the 2023 Holiday Schedule Revision. A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve.

Judy presented the contract for Schlotman's Farm Lease and Jacqueline Winger, Care Taker of Depot.

Judy presented a quote in the amount of \$1,650.00 for new gutters at Town Hall from Smart Roofing. A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to have new gutters installed.

Donation is being asked for the Easter Egg Hunt. Debby and Chandlor both are good with what we have done in the past.

#### **OLD BUSINESS**

#### **NEW BUSINESS**

Matt Whitaker from Whitaker Engineering discussed the Pool Rehab. He would like to know the Town's funding options before the advertising goes out. Looking at HDP grating and a liner for the pool. Debby said they would look at funding available for the project.

Drainage issues at First and U.S. 24 and also at Third Street needs to be advertised for repairs. Matt would also like to know the funding situation for the Town in order to advertise. Debby said they would take a look at funds available and let him know.

Gabrielle Taber from Commonwealth Engineers presented an update on the Water Utility Improvements Project. Commonwealth along with BakerTilly are working together to produce the Town of Kentland's Asset Management Report that is due in April. This should be completed by the middle of March. Also presented, was a form "State Revolving Fund

Loan Program Asset Management Program Certification Form Inclusive of Fiscal Sustainability Plan Certification. Debby Shufflebarger's signature was obtained on the form. A site visit was scheduled and done at the Wolcott Filtration Plant by Chandlor, Ricky and Rick Purdy. Debby said at this time, the Town of Kentland is interested in a filtration plant. "In order to complete this project, we need to pursue all possible grant avenues, via SRF, OCRA." Gabrielle shared that KIRPC could assist with OCRA grant funding.

#### PRIVILEGE OF THE FLOOR

With no further business, a motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to adjourn the meeting.

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Debby Shufflebarger, President

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David Michael Rowe, Member

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Chandlor Weiss-Brinkman, Member

Attest: \_\_\_\_\_  
Judy M. King, Clerk/Treasurer