

**REGULAR MEETING
DECEMBER 13TH, 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.

The bids for the cleaning positions are:

Bailey Geswein – Town Buildings (Town Hall, Public Works, Sewage Plant, Fire House & Airport)	\$600.00 per month
Bailey Geswein – Depot	\$800.00 for ½ year
	\$400.00 for ½ year
Allison Small – Community Center	\$500.00 per month
Kory Shufflebarger – Depot	\$600.00 for ½ year
	\$300.00 for ½ year

A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to accept the bid from Bailey Geswein for the Town Buildings at \$600.00 per month.

A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to accept the bid from Allison Small for the cleaning of the Community Center at \$500.00 per month.

A motion was made by Chandlor Weiss-Brinkman and seconded by Judy King, Clerk/Treasurer to accept the bid from Kory Shufflebarger for the cleaning of the Depot at \$600.00 per month when restrooms are open and \$300.00 per month when restrooms are closed. Debby Shufflebarger abstained from the voting.

A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve the minutes from November 7th, 2023 Special Meeting.

A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to approve the minutes from November 8th, 2023 Regular Meeting.

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

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

BUILDING COMMISSIONER

**Matt Wittenborn was not available but sent the following:
4 Permits Issued**

1 Footing inspection at 701 North Sixth Street

TOWN MANAGER

Ricky Hughes reported on the following:

Illiana Lock has installed a new door with a push bar and keyed both doors the same at the Depot.

Ricky spoke with Ken Smith in regards to using Community Crossing Grant Funds to repair the drainage issue on Third Street between Maple Street and Holley Drive. Funds can be used for curbing/storm water on the streets that are being repaved.

All the Christmas lights have been changed out and repaired for the downtown area.

The report for the water tower was received and would like to move forward, but Becky mentioned that AT&T would be willing to pay for the repairs. How would you like Ricky to continue? Becky said she would reach out to AT&T to find out.

The furnace in the screen room at the sewage plant is out and Ricky received an estimate from T&S Heating and Cooling for a new one. The cost include removing the old furnace from the rooftop of the screen room and putting it at ground level. The quote was \$9,300.00. A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to replace the furnace.

3 loads of salt have been picked up and ready for winter.

New truck has been delivered.

Ricky will be working on testing for drinking water after the first of the year.

Ricky received a quote from Hicks Gas in regards to a water softener at the Community Center. Annual rent is \$575.40. A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to move forward on the softener.

Many employees have still not taken all of their personal and vacation leave and would like to have it extended if possible. It will be extended until March 31st, 2024 and approved by Chandlor Weiss-Brinkman and seconded by Debby Shufflebarger.

Terry Hafstrom's contract will expire on December 31, 2023. The Board would like to offer Terry a rate per hour instead of his monthly fee. A motion was made by Chandlor Weiss-Brinkman to offer Terry a contract at \$100.00 per hour and this was seconded by Debby Shufflebarger.

CHIEF OF POLICE

Jamie Wirtz reported on the following:

144 Calls for the month

102 Calls answered by Kentland Police Department

Jamie is needing repairs done to his car and it will cost about \$4,000.00. Debby Shufflebarger made a motion to approve the repairs and Chandlor Weiss-Brinkman seconded the motion.

FIRE CHIEF

Matt Wittenborn was not available but sent the following:

8 Fire Calls
2 Mutual Aid
26 Medical Runs
1 Business Meeting
1 Training

The Fire Department will be assisting at the Airport this Sunday the 17th of December, 2023 for "A Little Christmas Cheer"

AVIATION

Jim Butler reported on the following:

Increase in fuel for the month

Increase in operations

The concrete will not be started for the helipad until Spring of 2024.

Additional Renter and 1 space available

PARK BOARD

Casey Ward reported on the following:

Judging will be this weekend for the Christmas displays at the homes in town.

The Town of Kentland is the second site within Newton County to become a Tree City.

Casey would be willing to work with the pool manager, once the town employees them for the summer at no cost to her.

ECONOMIC DEVELOPMENT

Mike Davis was not present, but sent the following:

Wind forecast does not look good for Sunday's balloon rides. Keep fingers crossed that everything goes well. They are still needing volunteers for Sunday's "A Little Christmas Cheer".

Mike is working with Jason Yoder in regards to the sign at U.S. 41 and Dunlap Street.

ATTORNEY

Rebecca Goddard reported on the following:

Becky presented "An Ordinance Establishing A Town Tree Board". A motion was passed by Debby Shufflebarger to approve Ordinance #2023-12-13 and this was seconded by Chandlor Weiss-Brinkman.

Becky is still working with AT&T to get the agreement worked out.

CLERK

Judy King reported on the following:

Judy presented the 2024 Holiday Schedule that Chandlor Weiss-Brinkman approved and was seconded by Debby Shufflebarger.

Emily Gustin, from Vast Creative was present and gave a brief overview on the yearly things that they took care of.

Gabrielle Bicunas from Commonwealth Engineers was present and gave an update on the Water Improvements Project.

Permits have been signed and submitted.

Construction Storm water General Permit needs signature. Debby Shufflebarger signed for the Town of Kentland.

Commonwealth has been in correspondence with the DNR regarding a Floodway Permit.

Boring tests have taken place.

Design of the structure has been started.

KIRPC will have their Public Hearing on December 27th, 2023 at 4:15 P.M. at the Kentland Town Hall.

A meeting needs to be setup. The 19th of December, 2023 at 2:00 P.M. at the Kentland Town Hall will work for all.

PRIVILEGE OF THE FLOOR

Kathy White introduced herself and is the one that proposed to the Park Board about the Tree Coty. She will be helping and will need funds that are spent throughout the year on tree repairs, removals and etc.

OLD BUSINESS

October 30th, 2023 Rod Green sent a proposal for the repairs to the Third Street Parking Lot. Rod said he never heard anything back on this. A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to move forward with the repairs at a cost of \$85,900.00. Judy King will contact Rod Green to make sure he is aware he can begin the repairs.

NEW BUSINESS

ADJOURN

A motion was made by Debby Shufflebarger and seconded by Chandlor Weiss-Brinkman to adjourn the meeting.

Debby Shufflebarger, President

David Michael Rowe, Member

Chandlor Weiss-Brinkman, Member

Attest: _____
Judy M. King, Clerk/Treasurer

