

**TOWN OF
DARMSTADT, INDIANA**

SETTLED 1822

INCORPORATED 1973

**Minutes of
February 11th 2020**

These minutes are not intended to be a verbatim transcript.

TOWN COUNCIL

Paul Freeman, President
Aaron Kendall, Council Member
Ken Godeke, Council Member
Ray Engler, Council Member

CLERK-TREASURER

Mallory Lowe
P. O. Box 20
Darmstadt, In 47618

Board president, Paul Freeman, called the town meeting to order at 7:30pm. In attendance were President Paul Freeman, Clerk-Treasurer Mallory Lowe, council members Aaron Kendall, Ken Godeke and Ray Engler. Also present was Superintendent Jeff Goerges and attorney Jason Spindler.

Kendall made a motion, seconded by Godeke to accept the minutes from last month. Motion passed 4-0 voice vote. Godeke made a motion, seconded by Kendall to approve last month's financial report. Motion passed 4-0 voice vote. Godeke made a motion, seconded by Kendall to approve the accounts payable claims. Motion passed 4-0 voice vote.

CLERK-TREASURER'S REPORT:

In the clerk's office I'll continue to work on our Annual Report that is due to the State by Feb 28th. Our 100R Elected Officials report was submitted to state and sent to council for review as required. I completed and mailed out everyone's W2's along with submitting our town's W3 on January 18th.

In the Utility Department: The new sewer rates began in January, I mailed out 538 sewer bills on January 27th. The House Bill 1165 pertaining to Municipally Owned Utilities billing and collections, did pass in the Indiana House of Representatives on January 29th. It passed 64-31. It is now on its way to Senate. BUT fortunately, they did exclude Sewer services. So that is good news for us and will preserve our right to file sewer liens.

In General Town Items: I attended the SBOA called meeting and the Aim Boot Camp January 21st thru 23rd in Indy. The SBOA called meeting happens about once or twice a year which is a requirement from State to attend but the Boot Camp is offered only once every 4 years. There were 100's of attendees of Council Members, Clerks & Mayors from cities and towns all over Indiana. It was a 3-day training which involved several workshops every day on everything from bond issuance and grants to how to deal with difficult residents and conducting meetings. Some of our speakers were the Governor, the Director of the Indiana Dept of Environmental Management, Director of INDOT and the Director of Indiana Homeland Security. Learned a lot and made many more good contacts. The council president from Lynnville was there with their new clerk-treasurer, including many from Boonville, Princeton, Owensville and Evansville. Attending these meetings will also meet the new Indiana Code state requirement for officials training. We now need to have 14 hours of training within the first year of our term and 36 hours total with the first 3 years for every term served.

I spoke to the State Board of Accounts to see what online bill pay programs as requested by one resident, municipal utilities, were allowed to have. They said there were state approved programs and that most towns tend to prefer one called Invoice Cloud. It is a program that is already contracted with our Keystone Municipal Software owned by Boyce which is the most widely used state approved, municipal software, and it's the software we currently use. I spoke to the president of Boyce Keystone systems Mike Galliher and rep Brian Dewitt about the program. They love it, said its user friendly.

So, I setup a demo with Invoice Cloud last Monday. This program is the only one that can be integrated with our Utility software, meaning, it's the ONLY one that will have AUTOPAY which is different than just paying online through the bank. Invoice Cloud will allow customers to have more online options to setup autopay, or to pay each month online, residents can choose to go paperless if they like and to receive text messages and/or emails when amounts are due. These options would be added in addition to the payment options we have available now, we wouldn't be taking anything away, just adding more options for the residents. Invoice Cloud is its own company, any issues would go to them, not us, on payments. They can also take credit cards over the phone for those that are still old school.

Lowe stated that Invoice Cloud sent us a quote but it was a bit high, the convenience charge was 3.95 to residents for autopay and a flat \$150 to Darmstadt. I sent them breakdowns of how our residents currently pay which is 47% pay at the Old National Bank, 26% mail their payment to us and 27% already pay online. Council discussed that the current online bill pay service people are using through their banks and ipay is free, many have even set up an autopay in a pre-decided amount, which is also free. Council decided the fees to install a new service for an autopay were too high for something that does not even benefit the town. The issue was dropped.

Lowe advised that the State Board of Accounts will require capital asset depreciation starting in 2020. That reporting will be required to be uploaded to the State Gateway Program. We received a memo stating that Cities and Towns Form No. 211 is being rescinded and General Form No. 369 will be the prescribed form to be used by Cities and Towns now. Keystone has a Key-Assets program but I think being as small as we are, we will be able to track it ourselves. I'll need to get the latest updated inventory list from Jeff and Aaron. Plus, I will be attending the meeting in Boonville on the 24th with Baker Tilly and many other towns to go over these new requirements.

Lowe advised that we received an additional bill for our workman's comp insurance. The bill was for an additional \$1575 on top of the \$3862 we already paid with our renewal in October. This is highly unusual so, after reviewing the bill, I noticed the auditing company out of Iowa got it wrong. What they did was transpose the road work payroll with the sewer payroll. Road work rate is more expensive. I let them know and forwarded them the email from Dec 7th where I sent them the correct numbers but somehow, they ended up switching them incorrectly. So, they are supposed to correct their numbers and send us an updated workman's comp audit.

Old Business

No old business

New Business

1. Discussion of Street Cutting Permit Ordinance

Jeff Goerges stated that he has been investigating starting a permit for street cutting and requiring the damage to be repaired by specific standards. Jeff advised we would mirror Vanderburgh county's permit, fees and ordinance. Paul Freeman added this will protect our roads and money we invest in our roads in town. Jason Spindler stated he will draft an ordinance.

2. Discussion of upgrading housing ordinance to meet new standards

Paul Freeman advised there has been many code meetings on developing these new, simplified codes for everyone in Vanderburgh County. Freeman noted that some of these code changes in the county are toward tiny houses and small lots for tiny house communities. Freeman advised that we need to update our Darmstadt Ordinance to maintain our one-acre lot minimum per unit. Council will work with attorney to come up with a draft ordinance.

3. Discussion of appointed people to board concerning bond issuance

Jason Spindler stated the difference between the Redevelopment Commission which meets minimally and will have 6 members versus the Redevelopment Authority which will have 3 members and for the purpose of overseeing the bond issuance and the town's debt concerning the bond.

Godeke made a motion, seconded by Kendall to approve the 2020-1 Ordinance for Redevelopment Commission. Motion passed by 4-0 voice vote.

Appointees to the Darmstadt Redevelopment Commission are Eric Gries, Phil McElroy, Mike Keen, Roger Bippus and Jim Croce. The commission needs six members and one must be from the EVSC, so that is the last seat to fill.

Engler made a motion, seconded by Kendall to approve the 2020-2 Ordinance for Redevelopment Authority. Motion passed by 4-0 voice vote.

The Redevelopment Authority has 3 seats to fill.

Superintendent Report

Jeff stated that a semi missed their turn and got stuck on Martin and Ingle Street. The semi caused some road and culvert damage. Jeff has several photos and a police report. The driver is on the run. Jeff noted last month they did service calls. Jeff stated that the salt is ready to be delivered. Jeff noted that the bobcat will have a rotary brush cutter attached. Jeff advised that he gave Jason Spindler the contract we have with Advanced Disposal. Jason advised that we are in contract but it says we can get out by paying the penalty. Larry Marshall disposal has offered us a quote of

\$55 a month with no contract. Jason will write Advanced Disposal a letter that we will only continue to pay our contracted amount and we will only pay our contracted amount.

Fire Dept Report

Not present

Deputy Sheriff Report

not present

Board member comments

Ken Godeke noted that he attended his first Solid Waste Board meeting at the civic center. There is a new tree planting program starting for the county and several recycle days are coming up.

Attorney comments

Jason Spindler noted that we have quite a few things to complete on our timeline for the bond issuance. Spindler advised that we need members to attend the April 2nd meeting at the county commission. Deadline to submit paperwork is March 9th. The Redevelopment Authority initial meeting will include Jason Spindler plus our bond authority.

Resident comments

Eric Gries asked if the town could put some sealer around the road cuts in front of his house. Jeff stated that may not be necessary for such a small area.

Roger Bippus asked if our fire district member gets a report on how many times, we do mutual aid. Freeman advised that yes, we do get a report and that they do keep one ambulance in our area if they dispatch the others to other areas.

Aaron Kendall suggested that Lowe send an email to let Fire dept know we have some resident concerns and if they could attend next month's meeting.

Carol Schlumpf mentioned there is water running across the road on Martin Road from a driveway that may cause slick conditions in freezing weather.

Carol Schlumpf stated there are a few houses in town with many parked cars and if the town can do anything about it. Freeman noted that we have looked into it several times and it is not under our jurisdiction, those kinds of things fall under the authority of the Sheriff's department or the health department if that's a concern. Jason Spindler agreed, the Sheriff's department would have jurisdiction.

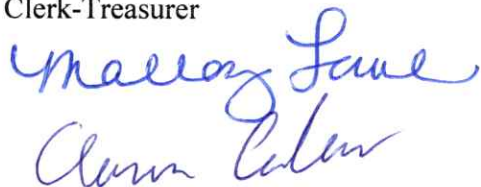
Aaron Kendall suggested perhaps we could look into adopting an ordinance for abandoned vehicles. Jason Spindler will get some more information on the subject.

The meeting adjourned at 9:14pm

Attest:

Mallory Lowe

Clerk-Treasurer

The image shows two handwritten signatures in blue ink. The first signature is 'Mallory Lowe' and the second is 'Aaron Kendall'. Both signatures are written in a cursive style.