

**TOWN OF
DARMSTADT, INDIANA**

SETTLED 1822

INCORPORATED 1973

**Minutes of
February 8th 2022**

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 Attorney Jason Spindler, Maintenance Tech Mick Moreland and Interim Superintendent Aaron Enlow.

Jason Spindler stated they decided there will be no resident comments allowed at the public town meetings, since there are in a pending litigation, until further notice.

Kendall made a motion, seconded by Godeke to accept the minutes from last month. Motion passed 4-0 voice vote.

Harold Grossman advised that there were statements made by council members last month which are in the minutes, concerning salary comparisons with other towns that were incorrect and not factual. Grossman explained he spent several hours reviewing AIM's Salary Survey for small towns in Indiana and he compiled a report with the facts. Grossman submitted report to council advising the factual numbers which showed that Darmstadt was at the low end on the pay and benefits scale, that the Darmstadt clerk and employees were underpaid.

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

CLERK-TREASURER'S REPORT:

In the Town Clerk's office, Mallory Lowe stated: First thing I wanted to say, is that we lost a dear member of our Darmstadt community, Mike Roark. He passed away from covid after a long battle on the ventilator. Mike was our Town Superintendent for us for 15 years and then worked at the 4H Center in Darmstadt for many more years. Mike lived behind me across the field. He did a lot of good work for our town and residents. He'll be missed. I've completed our employee W2's for all 8 of us. Everyone should have received theirs. I've also completed our 1099s, our annual sales tax report, quarterly 941s and Workforce quarterly employee income report. I brought in and posted \$25,261.44 last month to the town funds and paid out \$21,135.87 so we are still doing good in the town funds. I'm still working on the Annual Report to State, it's due March 1st and is very lengthy. Some of the questions on the report from the state are whether the council members have completed their Internal Controls training video online at the State Board of Accounts website and any necessary conflict of interest forms and nepotism forms. If any council members need to complete those, they are due.

We haven't heard from the Judge yet at the Dept of Workforce Development about Jeff's filing an unemployment Insurance Appeal.

In the Utility Department: Last month I brought in and posted \$47,966.09 in sewer payment revenue and paid out \$36,502.78 in bills, so we're are doing good in the sewer department.

I'm still working with Evansville to send us more accurate reports, they had a couple missing again from this last upload that I had to call about and track down the meter readings

We've had 8 homes change owners since December. I've updated accounts and sent final bills.

In General Town Items: I've spent much of my time recently responding to documents and records requests from attorneys, insurance companies and the public. This takes up much of my time. We can respond that we received the request, but I have a reasonable amount of time to complete these projects.

As you know, I have a ton of deadlines I must meet, especially now at the beginning of the year. As always, I will do my best to complete the requests as soon as I can.

Lastly, This Thursday at 8am is the State Board of Accounts monthly webinar, this one will be on the Annual Report and ARPA funds and planning requirements to be completed before April Deadline. Lowe mentioned we need to approve an agency to handle our ARPA planning reports and requirements. Spindler recommended Debbie Bennett. Council approved Lowe contacting Debbie Bennett-Stearnsman for handling our ARPA requirements. Lowe will get a quote for costs involved.

Old Business

1. Possible Outsourcing of Town Maintenance Jobs

Freeman tabled

2. Performance Evaluation/Maintenance Bonus for 2021

Freeman tabled

3. Updated Employee Handbook- New Focus HR- Patrick McKenna

Freeman tabled 3rd month in a row

4. Resident's Committee on Sewer Outflow Meter testing

Harold Grossman read his report out loud. Grossman stated that the committee had a meeting and forwarded the report to the clerk to include in the minutes:

Attendees: Cecil Poag, Harold Grossman, Tom Small Absent: Ken Godeke, Aaron Kendall

Objectives:

- How can we effectively monitor 329 Lift Stations in a cost-effective way that measures:
 - ON & Off
 - Amperage
 - Run Time
 - Flow quantity
 - Other?
- RFP Supplier Review

Activities:

- Received good feedback from Aaron on equipment and some alternate suppliers.
- Tom and Aaron visited a local vendor that we buy supplies from
- Installed one vendor's equipment at Town Hall lift station to evaluate it (Only cost \$20 for trial unit)
- Lift Stations
 - Reviewed submittals from multiple suppliers to monitor the first three items on the list. Many submittals easily provide the ability to monitor the activities but come with an annual cost of data transmission. Data is transferred via Cell that is built into the equipment. Data transfer is on a scheduled time basis, can be pulled every X number of minutes to 2-3 times a day, depending on application requirements. Data available for the clients as needed. System can provide immediate notification to Staff of pump failure or above average run time. Issue is the cost of the cell service which is costly and an on-going expense.
 - 2 other systems that are being reviewed monitor per the team's objectives, but transmit the data to a computer within the site, or in our case to the town maintenance facility via radio wave (no annual fees) instead of cellular. Staff could then monitor as needed.
 - Flow Quantity monitoring we feel has two main areas of concern. Inflow & Infiltration (I&I), well users gray water amount into the system, and do we switch to monitoring outflow for billing instead of water.
 - Darmstadt Staff has been inspecting homes for proper sump pump, gutter and other I & I issue. Once completed it is anticipated X number of homes will have areas of opportunity.
 - Well users put an unknown amount of gray water into the system
 - Town Maintenance has offered there are 16-17 manholes that allow I&I to get into the system. As part of the project getting these repaired would stop any I&I from them
 - Install flow meters for both issues would allow trouble shooting and repair of I&I and allow Darmstadt to properly charge Well Users for the amount of gray water put in the system.
 - Look into cost monitoring flows for all stations and possibly billing from that.

- Costing
 - Equipment cost have been quoted \$300K to \$900K
 - Monitoring cost \$40K to \$75K annually if this type of system was selected
 - Installation cost to be identified, but most installs appear to be fairly straight forward.
 - The team has identified funding from USDA (40-year loan) and other Indiana grants, more work is required for information gathering in these areas
- The team will further explore over the next month and provide a March update.
- RFP – No action

Grossman added that the high equipment and monitoring costs would not make sense, so they will continue to investigate other options.

New Business

1. National Flood Insurance Program

Kendall made a motion, seconded by Godeke to pass the National Flood Insurance Program contingent upon Jason Spindler's approval after reviewing all documentation. Motion passed by 4-0 voice vote.

2. Redistricting Ordinance since 2020 Census

Lowe advised that voting districts in town must be reviewed and updated every 10 years when the new census is complete to determine that our 4 districts are still fairly, equally distributed with approximately the same population within each district. Lowe stated that her and Jason Spindler spoke about this and that Jason had a good idea of perhaps passing our new redistricting with the changes that all voters in town can vote for all districts and this may stop the requirement for us having to redistrict every decade. Spindler will look into this and get back with us.

3. Title VI and ADA Compliance

Freeman explained that he is working on getting our ADA and Title VI requirements together to get back in good standing that we lost last year. Freeman stated we needed to accept the Title VI plan.

Kendall made a motion, seconded by Godeke to accept the Title VI Compliance, motion passed by a 3-1 voice vote.

Freeman noted that we need a Title VI compliance person, Godeke volunteered. Kendall made motion, seconded by Godeke to make Ken Godeke Title VI compliance contact, motion passed by 4-0 voice vote.

Superintendent Report

Aaron Enlow advised that it has been a busy month. they had 26 service calls, 18 locates, completed 27 sump pump inspections, had a main sewer line break and an ice storm. We have hooked up a pumpstation monitoring system to our pump station here at the shop which has 12 houses on it.

Aaron stated that he has been talking to Scott Wright at 12900 Martin Road about the riprap he put down at the roadbed's edge and that no agreement has been reached. Aaron advised that perhaps council would like our attorney to send a letter to this resident since he does not want to remove the hazardous riprap from the roadbed edge which poses a safety issue.

Jason Spindler will prepare a letter to send about the rock. Aaron Enlow asked council what the next steps need to be, on the residents that still have not responded for inspections after phone calls and visits. Jason Spindler will prepare a letter noting that fines will incur.

Fire Dept Report

Brandon Zimmer stated they did 12 total runs in Darmstadt along with 8 EMS runs. They have been busy.

Sheriff Report

Noah Robinson advised he was here as a private citizen. He reviewed the report for occurrences within Darmstadt. There were no crash reports, there was one hit and run, burglary at the 4H center and one arrest of residents who got in a dispute and produced a handgun.

Board member comments

Ray Engler asked what the status was of the RFP since the council already voted to publish it which caused quite a bit of stress and drama for employees and residents but then council never followed through.

Ray Engler stated that Paul Freeman came into the shop last week and interrogated Aaron and Mick. Engler stated that Freeman stated he was going to contact HR, Engler asked if Freeman ever contacted HR. Freeman replied no he didn't, that the attorney told him to stay out of it.

Ray Engler advised that once the agenda is made, if council president decides not to talk about items on our agenda, that should be communicated to the rest of the council members. Engler stated that time that has been spent preparing for these agenda items was wasted when one person on the council decides to skip over them.

Freeman advised that Aaron and Mick did an excellent job on the roads and that they looked great during the ongoing ice storm. Freeman stated he could tell a big difference from the roads outside of town compared to entering Darmstadt.

Residents weren't allowed to speak, but they clapped for Aaron and Mick for their great work clearing the roads.

Attorney comments

No further comments

Resident comments

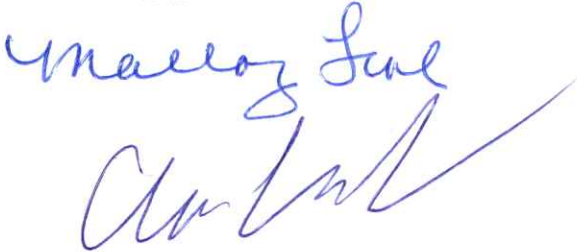
No public comments or questions allowed at this time.

The meeting adjourned 8:42pm

Attest:

Mallory Lowe

Clerk-Treasurer

Handwritten signature of Mallory Lowe in blue ink, written in a cursive style.