

December 12, 2022, 7:00 P.M.

Denny Richardson opened the Glenwood Town Council meeting and led in the Pledge of Allegiance to the Flag. An attendance sheet was made available for non-officers and citizens present. Present besides Denny were Jo Temple, Council Vice President, David Miller, Council Member, Mary Richardson, Clerk-Treasurer, Paul Sembach, Utilities Supervisor-Operator, Marvin Hedrick, Special Deputy Marshal, and Geoffrey Wesling, Town Attorney. Adam Buckley, Marshal, was absent.

A motion was made by Jo Temple and seconded by David Miller to approve the November 14, 2022 council meeting minutes. Approval was unanimous.

A motion was made by David Miller and seconded by Denny Richardson to waive the workman's comp insurance requirement for the work completed by Dan Levi Excavating and Charles Richardson. Approval was unanimous.

Mary recommended that going forward the Council ensures that required documents are obtained prior to work being performed, especially for risky projects. Mary shared information she found from another town current insurance company announced they are now dropping us after the claims and threats of future claims. An agent mentioned he may have found a company out of Texas that might cover us but only if some changes are made.

A motion was made by David Miller and seconded by Jo Temple to approve the Allowance of Payroll Accounts Payable Voucher and the Register of Accounts Payable Vouchers as presented by Mary Richardson. Approval was unanimous.

A motion was made by David Miller and seconded by Jo Temple to approve the Commonwealth's remaining invoice balance of \$6,000.00 and authorize Mary Richardson to submit a check after working out the claim process with USDA. Approval was unanimous.

A motion was made by David Miller and seconded by Jo Temple to approve the 2023 insurance invoice for \$13,991.00 and authorize Mary Richardson to submit a check. Approval was unanimous.

General Fund	\$17,168.07	Sewage Utility Operating Fund	\$5,310.41
Motor Vehicle Highway	\$215.19	Sewage Utility Bond & Interest Fund	\$7,132.50
Park Fund	\$35.34	Payroll Fund	\$4,707.24
American Rescue Plan Fund	\$5,300.00		
Water Utility Operating Fund	\$16,611.64	Total	\$6,780.39

Unfinished Business

Mary updated the Council regarding the Indiana Finance Authority's requirement for Glenwood's Asset Management Plan. Camille Meiners from IFA confirmed that a new plan will not be required by April 1, 2023. Instead, we will submit a new AMP certification. An updated certification will be required for each new financing. The certification states that we have an AMP in place and no new one is needed. However, cyber security will be listed in the revised certification that will be released early in 2023. It was suggested that Glenwood wait for the release before filing the certification. Camille said they will follow up with us to ensure we file before the 2023 deadline.

Mike Kleinpeter informed Mary that IFA (State Revolving Loan Fund) requested he wait about a month before starting the BIL income survey. There is some additional guidance being added and it will be best to wait for that information. The income survey is needed to determine if Glenwood is eligible for the Bipartisan Infrastructure Law (BIL) program.

Mary provided Commonwealth's memo documenting the water study work performed. In December, Commonwealth plans to complete the cost estimate for the alternatives and perform a cost effective present worth analysis

Mary provided a sidewalk project update. Strand has submitted revised documentation that is pending INDOT's review. Mary was told by INDOT that nothing is currently outstanding from Strand. If there are no issues in the review, Glenwood is good for the March bidding process.

Mary informed the Council that she has not yet prepared templates to send street tree letters to property owners. She will develop the letters for three categories based on the Arborist's recommendations: trees to be removed, pruning for deadwood and routine pruning.

Geoffrey Wesling and Mary Richardson attended a meeting with Nikki Gray Shoultz, Bose McKinney & Evans LLP. The law firm is working with Rush County to obtain broadband for the county. Geoffrey provided information regarding the service offered. The legal fee is currently \$545 per hour with a January 1, 2023 increase to \$590 per hour. With the anticipation that there will not be anything unusual, the cost is anticipated to be less than \$15,000.

A motion was made by David Miller and seconded by Jo Temple to approve the agreement presented by Bose McKinney & Evans LLP and authorize Denny Richardson to sign said agreement. Approval was unanimous.

A motion was made by David Miller and seconded by Jo to approve 2022-15, an American Rescue Plan Act (ARPA) revised ordinance. Approval was unanimous.

The Council discussed the town alley on State Street. It was agreed that David Miller will organize spreading the mulch that is on the alley. David will notify the gas company that the tank needs to be moved from the alley.

The Council discussed the recently repaired culvert on Cemetery Street. It was reported that one end was higher than the other side. Also, posts might be required for the edges. David Miller will follow up on the concern.

Mary stated she filed the SMART grant application on November 17, 2022 requesting \$6,864 for two radar speed signs with Glenwood committing 20% of the \$8,580 cost. Mary noted the application is designed for larger projects so she hopes the request is considered. Mary had difficulty with the application because all the supplemental reports required a higher adobe version, but she feels she was successful in getting them completed.

Mary provided documentation regarding the Indiana Arts Commission's grant program. The Council had discussed applying for a grant to put a mural on the town hall and/or community center. Mary talked to a representative and the proposed project would work well with the grant criteria. The 2023 information will be posted soon but is not anticipated to be different from 2022. It is a 100% grant. The application deadline is February 23, 2022. Mary said she was not sure she will have time to complete this application but if someone is willing to do all the research, she will prepare and submit the actual report. Denny volunteered to gather the information and documentation needed for the grant.

The Council discussed the various quotes for obtaining business cards for the elected officers. Mary received a quote from Harcourt for \$75 for 500 cards which included a background picture. Denny had a quote from Sherwood Graphics for \$44 per 500 cards and Vista Print for \$62.05 for 1000 cards, both with backgrounds. The Council decided to table the business cards pending the grant pictures selection. A background might be found in the collection of the pictures.

New Business

A motion was made by David Miller and seconded by Jo Temple to hold 2023 Council meetings on the second Monday of each month, except the October meeting will be on Tuesday, October 10, 2023. Approval was unanimous.

Since the Town Marshal was not present, the purchase of equipment was tabled. The Council discussed the Marshal position.

Mary stated the Clerk-Treasurer's computer was purchased in April 2018 and the town hall computer in November 2020. Based on the previously approved rotation of four years, the Clerk-Treasurer's computer is over four years old. Randy Herbert can get a very large PC for \$2195 which is on sale from \$2621. It has the fastest processor and tone of memory. This computer should work beyond the four-year period. A computer that is the same as the one at town hall will be approximately \$1900. Mary recommended the larger computer with consideration that this computer is accessed by the town hall computer.

A motion was made by Jo Temple and seconded by Denny Richardson to purchase the \$2195 computer and authorize Mary Richardson to submit a check at the time of purchase. Approval was unanimous.

Mary said as a water customer she expects to see alerts of water shut offs on her text, not need to find it on Facebook. Mary asked the Council to ensure alerts are officially posted on the website which will generate the alerts. Notices could still be entered on Facebook as a secondary notification. Mary said only one person has access to the Facebook account

but there are five people with access to the website alerts. She prepared and provided a two-sided procedure for the alerts that can be folded and put in wallets. Mary said it would take less than five minutes to enter the alert.

Reports

Geoffrey Wesling shared information regarding a group of citizens that are requesting the Rush County Area Plan Commission to change the solar farm setbacks. Geoff also mentioned that a 6500 head of cattle confinement is being planned for south of Glenwood.

Mary said with Carla off last week, she gathered and posted the utility payments. She noticed that they were sent to Indianapolis and then sent back to Glenwood. She purposely sorts the out-of-town bills and puts them in the inside box to prevent this from happening. She went to the Post Office and the lady there was on the phone with the employee from Falmouth that sometimes helps at Glenwood. She said that there was a new person that did not know to keep the Glenwood mail. Mary requested the Council watch their bills and let her know if they are not postmarked from Glenwood and what day they were received.

Mary notified the Council that she received a check from Connersville for their share of the AIM Conference expense.

Mary has submitted a request to the Bank of New York for electronic access to the bank statements.

Marvin reported that the alley behind the park's lot is dark. Denny said he will follow up with Duke Energy or another LED light.

Paul Sembach provided his written and oral report. Mary questioned when the 2020 water self-audit will be completed. This is an IFA requirement.

Other Business

A motion was made by David Miller and seconded by Jo Temple to adjourn the meeting. Approval was unanimous.

Mary M. Richardson, Clerk-Treasurer