

July 21, 2020 @ 8:30am

Town Clerks Office.

Agenda:

1. Review 06/16/20 Minutes
2. Roof Repair on Wilkes – Several Bids received
3. Chamber request of review of the license fee for Apple Butter Festival – No Movement
4. Hotel Motel Funds – FY 2020 Balance of \$483. Needs to be distributed
5. Budget Revision 2019/20 and 2020/21 Complete, General & Coad Severance Account
6. Staffing requirements, all departments – Help Wanted ad for full time water clerk & Part time Town Clerk
7. Cemetery Finances.
8. Olde English Cemetery & Tree Damage.
9. School Bash Contribution \$300.00 for Dawn Beal.
10. HB 4958 Change in Citation collection process.

Minutes: Scott, Rick, Beth and Sharron were in attendance.

1. No changes were needed for the minutes from the 6/16/20 meeting.
2. There was a brief discussion regarding the completeness of the bids received. The Wise Construction employee spent the most time and appeared to be the most diligent however they were also one of the most expensive. Their quote contained pictures to support their findings. Discussion was had in regards to having a local contractor do the work. Rick was tasked with getting with Rodney to evaluate the quotes and present the best contractor to Council.
3. Since there will be no Apple Butter Festival this year due to the Coronavirus and we feel that the Town has equal out of pocket expenses the fee will stand but be waived this year. They will continue to receive the Hotel Motel funds as they are planning some small venues.
4. The surplus in the Hotel Motel account of \$483.00 will be designated to the Train Depot as John did not request any funds for FY 2021, yet still has expenses for utilities.
5. Sharron explained that the budget revisions were done for the prior and present year. There will still need to be another One completed to correct the General fund balance for the begin of FY 21.
6. A discussion was had on the staffing requirements for the Town Office and BSWW. Help wanted ads were placed in the MM, Hancock and Winchester Star newspapers. We have had 3 applicants to date.
7. Beth discussed the option of terminating the mowing service earlier than the Labor Weekend to save some money. That would depend on the rate the grass grows. Beth also discussed the option of moving the Cemetery record location to the Library in the Historical Society room. The

deed books would remain at the Town office. She also brought up the fact that Codi is still organizing the burials and how vested she is in the Cemetery.

8. Discussion was had as to the ownership of the Olde English Cemetery. Decision was made to contact Dick Gay to see if a quick Deed can be created. The Tree Board will need to access the health of the trees and a plan put in place. Beth explained how there is a boy scout who is interested in doing a project to achieve a badge. He will design the project and scope for cleanup of the Olde English Cemetery and present to the Council. Beth also mentioned that maybe we would be able to collect some donations to help financially with the cleanup. This all stems from the tree coming down on the Willards property and who is responsible.
9. Discussion was had on the School Bash Contribution of \$300.00 for the Parks and Recs. Everyone was in agreement to pay this check run.
10. Sharron explained how the HB4958 has changed the way that the court can collect the revenue from citations, the Financial Affidavit and payment plan procedure. This went into effect 7/1/20, so current the only change had been the time learning a new procedure. Although it has not affected the revenue yet, her concern is with not been able to suspend the license for non-payment what incentive is there to pay the fine. The new collection rules and payment plans may work, but that has to be seen.

New Business:

Scott brought up regarding another questionable tree that Lori from the Chamber had told him about. This one is on Independence Infront of Inspired Chaos, but leaning into Wilkes. Sharron will let the Tree Board know. Sharron also mentioned that there is another on Market and Green, the tree board has been in contact with the home owner but she is financially unable to do anything.

Susan discussed the Election law and asked for approval to speak to the attorney there by phone to see if there are any other municipalities other than Paw Paw that have a shortened Election window. Susan also spoke about the Building Committee that she was going to present at council that evening. Scott, James Steiner from the BSVFD, Jeff Gola and Randy Watson from Thrasher as the engineers and send a letter requesting that the Health Dept appoint someone.

Sharron asked how the Council Meeting should be held again tonight, in Person, Zoom and Live Stream. Everyone was in agreement with that. It was also discussed that maybe another computer should be purchased to prevent Sharron having to unhook hers each time.