

**TOWN OF
DARMSTADT, INDIANA**

SETTLED 1822

INCORPORATED 1973

**Minutes of
February 9th 2021**

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 was absent. Ray Engler called the town meeting to order at 7:30pm. In attendance were Clerk-Treasurer Mallory Lowe, Council members Ray Engler, Aaron Kendall and Ken Godeke. Also present was Superintendent Jeff Goerges, assistant Mick Moreland and Attorney Jason Spindler.

Kendall made a motion, seconded by Godeke to accept the minutes from last month. Motion passed 3-0 voice vote. Godeke made a motion, seconded by Kendall to approve financial reports. Motion passed 3-0 voice vote. Kendall made a motion, seconded by Godeke to approve the accounts payable claims. Motion passed 3-0 voice vote.

CLERK-TREASURER'S REPORT:

Lowe noted that December-February is busiest time in the clerk's offices across the state. We've got year end, Gateway reports, new year budget data, annual reports, w2's, and all the deadlines are together. Plus, I was terribly sick with Covid last month and missed my 3rd meeting ever, in 14 years. So tonight, that's why we had 2 batches of bills reports, they were for the January and February meetings. Last week I signed & submitted our compliance certificates to Mark Hudson at BOK Financial for our Series 2020 Bonds on our Old State property. We'll start submitting an annual debt management affirmation, which is new, since this is the 1st time we've been in debt. It's due by Feb 26th. I attended the Keystone training meeting, on December 10th. This was a 3-hour meeting, going over how towns are to close out the year and learn the changes the state made again on the Online Gateway Program. Last month when I was reconciling December in KeyFund, there were problems in the newly installed program that prevented me to do so. I worked with Keystone on this. Thankfully this is why I keep a fail-safe backup, of our records, on QuickBooks, so I was still able to continue our daily work and get reports needed for our Annual Report. The KeyFund problems were corrected last week.

I'm working to gather new insurance quotes, to make sure we're receiving the best service, for the best deal. I arranged a phone meeting with Michael Loveless of Gallagher Insurance on December 10th. They're the largest provider of Municipal insurance to cities and towns. I forwarded him our policy information. I also contacted Insurance agent, Jacob Bartley of Houchens Insurance Group, for another quote, who was recommended by Ray Engler. There's plenty of time, since our insurance doesn't renew until October, but I like to plan well ahead. The Covid- Phase 3 Grants have started. Thankfully, our council has agreed for Darmstadt to participate, so I've been working on getting us registered with federal grants and working with Debbie and Andy at the Coalition to get grants to our local Darmstadt businesses. We'll talk about that & have our public hearing tonight.

On December 16th and again January 20th I attended the State Board of Accounts mandatory meetings online. These training meetings count towards our state required hours of training. These conferences and training sessions are for Mayors, Clerks & council members. Our participation is tracked in AIM's Municipal Management Institute. The purpose is to promote Healthy Community Leadership.

On January 20th, I submitted our required 100R Municipal Salary report to the State through the Gateway Program before the deadline. The total salaries received last year for all 7 Darmstadt employees, was just over \$212,000.

In the Utility Department: We've completed 3 months of billing with Evansville's new meter measurements in the 100s of gallons. I continue to pick-up sewer payments and make deposits daily from the Bank and Post Office, I'm currently receiving in and posting about \$55,000 a month, just in the sewer department. The Delinquencies are down, as I continue to work on collections and overdue accounts. We received 3 sewer lien payments, in our December settlement from the auditor's office and I've placed 13 new sewer liens on Darmstadt town properties this month.

In General Town Items: We've hired a new employee Mick Moreland. I've completed his paperwork and sent info to our insurance company. First payday of the year for maintenance department was January 8th. First payday of the year is also when maintenance receives their Bonus check for sick pay which is an additional bonus check for 24 hours of pay, paid out the first payday of the year. The next bonus check to maintenance dept, will be paid out April 1st which is a once-a-year check for a retirement stipend for full-time employees that have been here over a year. Employee must be currently employed to receive retirement stipend. It's calculated at 6% of their previous year's total base earnings. I sent a copy of this year's town salary schedule to council and the shop last month which shows which fund we use per quarter, along with the payday schedule for 2021.

I attended the event at the 4H center January 27th of our town's Chief Deputy Sheriff Noah Robinson's announcement to run for Sheriff. was a good turnout even in the snow. I've contacted several of the businesses in town about the new Phase 3 grant so they are aware. I try to stay in touch with our business owners and also help promote our local businesses and churches on social media as often as I can. And, thanks to Kate Potter keeping us up-to-date, we also learned there is a new home goods Business moving into the Shopping Center.

The Indiana League of Municipal Clerk-Treasurer's, annual Institute, is coming up next month March 15th thru the 18th. The Institute will have to be held online this year. I'll be in attendance, this will count towards required hours. I've received a couple calls and messages recently about Azteca's bad odor and the vehicle junkyard on Hoing road. Jason has been working on the Old State rezoning for us, we will vote on that tonight. I've kept in contact with Donna Holderfield, the zoning administrator at Area Plan, I'll forward her our vote outcome for her records after tonight's meeting as she asked.

Finally, I want to thank Kate Potter for offering to volunteer her time and storefront to provide our Darmstadt Town Books for sale to for residents and neighbors. We don't make anything off these copies it's just a service we like to provide to our residents.

I've also been working with my cancer doctor, Dr. Mark Browning of Browning Genealogy on preserving some of our Darmstadt history on their Genealogy site. He's very interested in our town cemeteries also, so I'll be contacting Trinity and Salem about that. I have a meeting with Dr. Browning and his team at Browning Funeral Home.

COVID PHASE 3 GRANT for SMALL BUSINESSES: ANDY ZELLERS

Andy Zellers introduced himself from the Economic Coalition and explained the Covid Phase 3 Grant for small businesses. Andy stated this was the first of two public hearings. The second public hearing will likely occur in May which will also be the estimated time that the grant money will be distributed. He recorded the public hearing and asked small business owners in the audience for comments.

Karen Reimann Owens of Reimann's Farm: Karen explained the hardship Covid caused for their small family business when her older Mom who usually helps could not help, plus they could not hold their usual events.

Kate Potter stated how beneficial this grant is to her business for mental health of employees and for other businesses in town.

Ken Godeke asked Andy if his new business would be eligible for these Darmstadt grant awards.

Gary Schmitt asked Andy what the recipient's responsibility is who receives these grants. Andy explained some of the responsibilities. Andy Zellers explained that anyone could contact him if there are anymore questions.

Kendall made motion, seconded by Godeke for the Covid Phase 3 Grant resolution. Motion passed by 3-0 voice vote.

Old Business

1. Bank Building Update

Jason Spindler advised that \$152,200 was the average between the two appraisals. Spindler noted that we must publicize the selling of the bank building if we choose to sell. Spindler advised that we could determine that it is an Economic Development project. Spindler explained what an Economic Development project included. Council discussed. In the publication Spindler recommended that we state Economic Development project or adjacent land use. Spindler noted that minimum bid could be set at average of the 2 appraisals of \$152,500. Godeke made a motion, seconded by Engler to list the building as an Economic Development project. The motion passed with a 2-1 voice vote. Godeke-aye, Engler-Aye, Kendall-Nay. Spindler will publish advertisement.

2. Azteca Update

Ray noted there was no new news at this moment from Commonwealth Engineers. The smell was strong a couple days recently. Jason Spindler will forward us info of the person at Azteca who is our contact.

3. Rezoning VC-1-2021 Old State Rd Property

Jason Spindler updated us that we were successful with the Vanderburgh County Area Plan, that they did vote yes on our request to change the 11313 Old State Road rezoning from CO-2 to Ag. Kendall made a motion, seconded by Godeke to rezone the Old State Road property to Agricultural. Motion passed with a 3-0 voice vote.

4. Part-time Intern for maintenance dept- Update

Jeff stated he interviewed two high school students for the summer intern position in the town and determined they are not needed since Jeff and Paul didn't know that they cannot stay throughout the summer season with the program they are currently enrolled in for Vincennes.

New Business

1. Portable meters for outdoor water usage/pool fillings

Jeff Goerges stated that he has purchased 4 portable water meters to use for residents to check out for filling their pools/ponds and large outside watering. Residents Mark Stocker and Gary Schmitt asked how long the meters could be checked out for, how often, and can they purchase their own personal meters for deductions, etc. Mark Stocker reminded council that people are going to be watering gardens and new lawns. Lowe advised we needed to have procedures in place, so we can state them in the notification letter when we advertise this deduction benefit we will be offering to sewer customers. Godeke asked about people making a deposit upon picking up meters. Jeff stated he did not want to deal with cash or checks and would rather just have them sign it out and if not returned, then full price of meter will be charged on their sewer bill. Lowe also noted some of the other towns recommended requiring a minimum usage of 2,000 gallons before customers can receive a deduction or people be at the maintenance shop all the time checking out meters every month and Jeff having to record and track all their usages.

Superintendent Report

Jeff Goerges stated that the Community Crossing grant application has been completed. The electrical service at the house on 11600 Darmstadt road is installed. They had 11 service calls last month. Jeff noted that are fabricating a new shoot for the salt spreader instead of using the spreader. Jeff advised the backhoe blew a hose but they got it repaired. Jeff noted they put a wifi router in the meeting room. Jeff advised that he's cleaned up trees with the mulcher. Mark Stocker added that the road looked good where Jeff put gravel in there on Martin.

Fire Dept Report

Fireman Brandon Zimmer emailed his report to Mallory since he was out of town. Mallory read it aloud.

Deputy Sheriff Report

Chief Noah Robinson advised that he has been working on a project with Mallory to give Darmstadt some statistics for Sheriff activity inside Darmstadt town limits. Chief Deputy Robinson noted that he has reviewed previous years activity to most current data, activity has gone down. Robinson will begin sending Mallory Lowe a report every month on activity. Robinson gave us a report that they have received a traffic enforcement safety grant. Sheriff Noah Robinson noted that they will be stepping up their speed enforcement in Darmstadt. Godeke asked Robinson if it was up to us to enforce regulations about 4wheelers and golf carts on Darmstadt roads. Robinson explained to Godeke that it is currently illegal to drive ATVs and golf carts, the Sheriff's department enforces those and that we don't need a separate ordinance. Robinson informed Godeke that the Sheriff's department enforces violations through the State Statute. Godeke stated that the ATV's on the town roads are very bad right now, especially on Fleener road on the weekends. Robinson said they will step up their patrols on that.

Kendall stated that we get complaints on abandoned vehicles on properties, Robinson said they can help with that.

Board member comments

No further comments

Attorney comments

No further comments

Resident comments

Mark Stocker advised that the portable meters seemed like this would be an added unnecessary expense to the town and added administration costs.

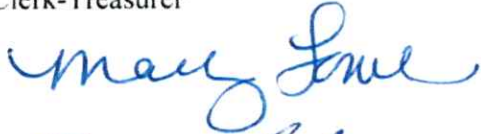
Mark Stocker stated that the vehicles on Hoing seem to be disappearing and looks like the homeowner is putting up a fence.

Meeting adjourned 8:37pm

Attest:

Mallory Lowe

Clerk-Treasurer

A handwritten signature in blue ink, appearing to read "Mallory Lowe".A handwritten signature in blue ink, appearing to read "Aaron Cole".