

The Santa Claus Town Council & Santa Claus Town Council met in regular session on December 11, 2023 at the Santa Claus Town Hall located at 90 N Holiday Blvd Santa Claus, In. The meeting was called to order by the Vice-President, Patricia Vaal

Pledge of Allegiance

YouTube- Yes

Town Council Members Present: Jason Little, Patricia Vaal, Seth Windell and Brian Warran

Absent: Kevin Burke

Also, Present: Clerk-Treasurer; Jane Lindsey, Town Attorney; Kevin Patmore, Fire Chief; Max Meyer, Police Chief, James Faulkenburg, Park Superintendent; Zach Tischendorf, and Utility Superintendent Russ Luthy

MINUTES

Seth Windell made a motion to approve the 11-13- 2023 meeting minutes and Jason Little seconded the motion.

Ayes: All Nays: None

Motion carried 4-0

Patricia Vaal made a motion to approve the 11-27-2023 special meeting minutes as presented. Seth Windell seconded the motion.

Ayes: All Nays: None

Motion carried 4-0

COMMENTS FROM THE FLOOR- None

COMMENTS FROM THE PRESIDENT

Patricia Vaal said the parade went very well despite the rainy weather. Vaal also wanted the community to know that the Town does not put on the parade and that the event is presented by the organization America's Christmas Hometown.

NOVEMBER REPORTS FROM DEPARTMENT HEADS

Department reports were given to the Council prior to the meeting.

FIRE DEPARTMENT MAX MEYER

Max Meyer reported he was nominated and voted to be the fire chief at the most recent fire department meeting. Meyer asked the council to approve the nomination. This would be for a 2 year term.

Jason Little made the motion to approve Max Meyer as fire chief for a 2 year term. Seth Windell seconded the motion.

Ayes: All Nays: None

Motion carried 4-0

Meyer said he was needing to make a purchase of new radios but would need to transfer money from other funds in order to cover the expense. The cost of the new radios would be \$7,103.64, Jane Lindsey, Clerk-Treasurer stated that if he would be moving money from different funds that would require council approval and requested Meyer get her a list of the funds, he is wanting to move money from for her review. Meyer will be proving a list and Lindsey will have for Council approval at the year-end meeting.

12-11-2023 TOWN COUNCIL MTG

Lindsey also presented the Fire Department contract for approval. The contract is in the amount of \$25,000.96. Seth Windell questioned Meyer on the additional 96 cents. Meyer said that is the amount that the breakdown came to. Windell stated the contract was for \$25,000 even and that is what should get paid. Meyer understood that and agreed to the \$25,000.

Jason Little made the motion to approve payment of the Fire Department contract for 2023 in the amount of \$25,000.00. Seth Windell seconded the motion.

Ayes: All Nays: None

Motion carried 4-0

PARKS & RECREATION/COMMUNITY CENTER ZACH TISCHENDORF

Zach Tischendorf reported that the park has been winterized and that the bathrooms were closed for the season but 2 port-a-potties are available. Tischendorf is also exploring purchasing new equipment for the community center gym. Tischendorf said the current equipment is 20 years old and needing to be upgraded. Tischendorf presented the invoice for the foyer window asking that it be encumbered from CCB as the window will not be completed until spring.

Jon Goldsberry has agreed to continue to serve on the Parks Board for another term. Jane Lindsey asked the Council to appoint Jon Goldsberry to the Parks Board.

Seth Windell made the motion to approve the appointment of Jon Goldsberry to the Parks Board for an additional term. Jason Little seconded the motion.

Ayes: All Nays: None

Motion carried 4-0

The Council had received a copy of the lease for an empty lot that was previously owned by the Visitor's Bureau and was being transferred to Koch Development. Tischendorf expressed some concern about renewing the lease since the park was having to maintain the mowing of it and had never used it for parking as was the original intention. Kevin Patmore said this was not something that should be the Council's decision and that Tischendorf would need to take this to the Parks Board and they should make the decision. Tischendorf said he would schedule a special meeting with the Parks Board for their review.

Tischendorf also stated that he has some surplus equipment and is wanting to talk to other department heads to see if they have items to contribute to do a surplus auction next year. Some of the department heads spoke and stated that they thought that was a good idea and believed they had some items that could go into the auction as well.

BUILDING INSPECTOR TODD HAYS

Todd Hayes reported that he has been removing several of the yard signs around town and notifying the owners that they had been removed and could pick them up.

Jane Lindsey, Clerk Treasurer stated Todd Hays has agreed to continue to be the building inspector for 2024 and presented the 2024 contract for approval. Lindsey stated that Hays was requesting \$50 additional a month for the zoning work he does in addition to the building inspector duties. Lindsey said that last year Hays agreed to do the zoning work for free until the Council found someone however no one was hired to do that part and Hays continued to do the zoning duties for all of 2023 with no additional compensation. The new contract for 2024 would take the pay from \$1300 to \$1350 per month.

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Seth Windell made the motion to approve Todd Hayes contract for building inspector/zoning in the amount of \$1350 per month. Brian Warran seconded the motion.

Ayes: All Nays: None

Motion carried 4-0

POLICE DEPARTMENT JAMES FAULKENBURG

James Faulkenburg reported he has received \$5000 in donations to have the school resource officer's car wrapped with a school spirit theme. Faulkenburg gave the Council a photo of what the car will look like with completed. All Council members were impressed with the decals and praised Faulkenburg for his work on this project. Faulkenburg also updated the Council on the new hire and reported that he will be attending the academy beginning on January 24th. Faulkenburg stated that the new hire has been a great asset to the department.

TRAILS RUSS LUTHY

Nothing to report

STREET DEPARTMENT

Nothing to report

WASTEWATER

Russ Luthy reported that he received the final NPDES permit. Permit will be active April 2024. Luthy stated he has been very happy with the new hire for wastewater operator. Luthy also stated that he will be hiring for an administrative assistant. Luthy has not posted the position yet but plans to do so soon.

Luthy presented the wastewater budget for final approval to the Council. Luthy went over the budget by line item and asked if there were any questions. With no questions being asked, Seth Windell made the motion to approve the 2024 Wastewater budget as presented. Jason Little seconded the motion.

Ayes: All Nays: None

Motion carried 4-0

Luthy gave public notice that the wastewater department will be cleaning out pipes and the pressure could cause water to come out of the toilets and sinks. The wastewater employees will be opening outside access to try to minimize this however Luthy wanted the public to know this is a possibility. Luthy said they will be notifying the homeowners when their area will be affected in advance.

OSHA

No lost time injuries

WATER RUSS LUTHY

Russ Luthy reported that demolition on the old water tower will begin tomorrow morning at 7:30am.

INDUSTRIAL PARK

Nothing to report.

TOWN ATTORNEY KEVIN PATMORE

Kevin Patmore reported that he has begun the process to explore changing the water department over to a regional water district. Patmore said this could be a year long process and Patmore would keep the Council informed on the process.

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Clerk-Treasurer Jane Lindsey presented the 2024 proposed contract for continuing legal services with Kevin Patmore. Lindsey reported there were no changes from the 2023 contract and all fees remain the same.

Jason Little made the motion to approve the 2024 contract with Attorney Kevin Patmore as presented. Brian Warran seconded the motion.

Motion carried 4-0

CLERK TREASURER JANE LINDSEY

Jane Lindsey presented the 2024 meeting dates that had been previously tabled. Lindsey reported there were no changes from the previous 1st presentation.

Jason Little made the motion to approve the 2024 meeting dates as presented. Seth Windell seconded the motion.

Motion carried 4-0

Jane Lindsey presented the 2024 cleaning contract with Judy Fromme. Lindsey stated the only change was services to be provided twice a month instead of the current once a month from the 2023 contract. The hourly fee remains the same.

Jason Little made the motion to approve the 2024 cleaning contract with Judy Fromme increasing the service provided from once a month to twice a month in 2024. Seth Windell seconded the motion.

Motion carried 4-0

Jane Lindsey presented the 2024 contract for IT services with Brian Pund. Lindsey stated there were no changes from the 2023 contract and all fees remain the same.

Seth Windell made the motion to approve the 2024 IT contract with Brian Pund as presented. Jason Little seconded the motion.

Motion carried 4-0

Jane Lindsey presented the first reading of Ordinance 2023-14 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SANTA CLAUS, INDIANA, WAGES AND SALARIES FOR 2024.

Seth Windell made the motion to approve the 1st reading of Ordinance 2023-14 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SANTA CLAUS, INDIANA, WAGES AND SALARIES FOR 2024 as presented. Jason Little seconded the motion.

Motion carried 4-0

Jane Lindsey set the date for the end of the year meeting to be held on December 26, 2023 at 5:00 pm. Lindsey stated she would post the notice and inform the newspapers.

November Fund Balances:

General-\$5,257,566.04

Water-\$2,075,470.23

Wastewater-\$4,667,815.72

TIF-\$749,523.10

VOUCHERS

Jason Little made a motion to approve general vouchers in the amount of \$68,073.43 and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried 4-0

12-11-2023 TOWN COUNCIL MTG

Jason Little made a motion to approve payroll vouchers in the amount of \$87,669.16 and Brian Warran seconded the motion.

Ayes: All Nays: None Motion carried 4-0

Jason Little made a motion to approve wastewater vouchers in the amount of \$289,437.48 and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried 4-0

MISC

Jason Little thanked Seth Windell for his time served on the Town Council. Seth has served the community well in his position and contributed positively since 2013. Everyone agreed with Little's sentiments and wished Seth Windell well.

ADJOURNMENT

Seth Windell made a motion to adjourn the town council meeting at 6:54 P.M. and Jason Little seconded the motion.

Ayes: All Nays: None Motion carried 4-0

The next Town Council meeting will be January 8th at 5:30 pm.
Special Town Council meeting will be on December 26th at 5:00 pm.



Kevin Burke



Patricia Vaal

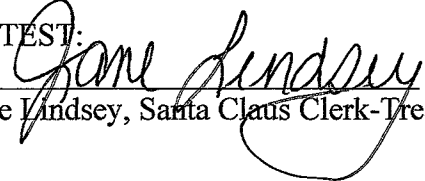


Brian Warran

Seth Windell



Jason Little

ATTEST:


Jane Lindsey, Santa Claus Clerk-Treasurer

SANTA CLAUS VOLUNTEER FIRE DEPARTMENT'S

ACTIVITY REPORT

November 1st – 30th, 2023

First Responder (EMR) – 6

Escort For the Football Team - 2

Brush Fire – 1

Investigation - 1

CO - 1

11 - Total Runs

Santa Claus Park & Recreation Department

November 2023 Report

SCCC Memberships, Daily Admittance, Room Rentals

	Active Members	New Members	Daily Admits	Big Room Day Rental	Big Room Hour Rental
November					

Completed Projects

- Winterized Park
- SCCC Cardio Equipment Bid (2 ellipticals, stairmaster, rower) awarded to Fitness and Exercise Solutions in the amount of \$12,934.
- Finalized 2024 event schedule

New/Ongoing Projects

- 2024 Sponsorship Letter
- Year-end trail maintenance
- Gym Membership System – working on payment processing information, practicing in training portal on website
- Basketball court resurfacing
- SCCC Foyer Window – Work scheduled for 2024, encumbering monies from Cumulative Building
- Alarm Notification System – SCCC, ground fault fixed. Having communication wire issues, will reach out to alarm companies for support/evaluation
- Mountain Bike Trails – will brainstorm potential funding sources with Kevin P. and Brad Scales at a later date
- Interior light replacement at SCCC, converting CFLs to LEDs installing motion switches as needed
- Surplus Equipment

Items for Town Council/Redevelopment Commission

- Park Board approved motion to recommend Jon Goldsberry for re-appointment to Park Board
- Park & Rec/SCCC Fees Ordinance 1st reading (Delayed due to finalizing the Gym System payment processing)
- Koch Development Agreement on SR162/Ashburn
- Surplus Equipment

SANTA CLAUS INSPECTION REPORT
November 2023

TOTAL PERMITS

5 Improvement Location
2 Building Permit
1 911 Addresses
7 Electric Permit

TOTAL INSPECTIONS

1 Temporary Electric
5 Footers
1 Post Hole
1 Foundations
0 Basement Walls
0 Waterproofing
0 Underground plumbing
4 Framing
1 Concrete
0 Pool
2 R.I. Electric
2 R.I. Plumbing
1 R.I. HVAC
6 General
1 Gas
1 Electric Meter
0 Solar
5 Final
6 Certificate of Occupancy

Reporting: November 1 – December 1, 2023

Misc. APC Meeting

Called sign owners to have them removed.

Town of Santa Claus

TOWN COUNCIL AND
OFFICE OF THE CLERK-TREASURER



90 N. HOLIDAY BLVD.
P.O. BOX 92
SANTA CLAUS, INDIANA 47579
(812) 937-2551
FAX (812) 937-2630

Santa Claus Police Department Activity for November ,2023

Off Duty Call Out's – 10
Citations for Town of Santa Claus - 7
Warnings for Town of Santa Claus - 70
Crash reports for the Month - 10
Vehicle Inspections - 4
Domestic Disturbances- 4
Assist another Depts.- 13 See Attached
Medical Emergencies- 4
Disturbances - 46
Theft Reports - 2
Verbal Warnings - 0
Case reports/ Investigations- 13/35
Warrant Service- 2
Gun Permits- 3
Arrests- 4
Assist Motorist- 7

Christmas Lake Village Activity For November 2023

**Mistletoe - Domestic
Melchior Dr – Medical
Ornament – Complaint
Madonna Dr -Compliant
Mistletoe – Complaint
Winter – DCS Assist
Shepherds Ln – Domestic**

PLANT INFORMATION

Treatment

Nov	2023	7.9	MG
Nov	2022	7.35	MG

Precipitation

Nov	2023	1.45	INCHES
Nov	2022	1.37	INCHES

OPEN ACTION ITEMS

Process control testing, plant O&M. Work continues on the AMP project. Final NPDES permit received-Active in April '24. Supervisor on sick leave. Ox. ditch rotor malfunction. Inlet distributor for O2 ditch ordered. Cl. III operator hires. Posting for Admin clerk Position. Note: Other items on file at WWTP.

COLLECTION SYSTEM

SSO(s)	0
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OPEN ACTION ITEMS

Routine station and maintenance checks. Sewer main and lateral rehab ongoing. Jet lines, monitor manhole on Evergreen. Lift Station rehab (capital) continues- 1 station left to rehab. Sewer rehab bid opening set for Oct. 11. Lower bidder to be announced.

LATERAL INSPECTIONS

Safety

REVOLVING TOTAL LATERAL INSPECTIONS		38	
NEW IN: Nov 2023	#	6	
COC'S			
COC'S COMPLETED	#	6	
REQUIRING REPAIRS	#	0	
NO REPAIRS	#	6	
EXEMPT LATERALS	#	0	
YEAR TO DATE			
REQUIRING REPAIRS	#	13	No Lost Time injuries
NO REPAIRS	#	22	
EXEMPT	#	3	

STREETS

MOWING		yes
SIGN- REPLACE/REPAIR/INSTALL	#	Yes
COMPLAINTS	#	No
STREET REPAIRS		YES

OPEN ACTION ITEMS

Assist other depts as needed. Culvert inspections, veh/equip maint and repair, road inspections. *Complaint from School Corporation, over-grown tree limbs striking school buses. Utility has begun removal. Crack Sealing in complete. Repair ditch along Pro Super Bowl. 2023 PASER report validated by INDoT.

WATER AND WORK ORDERS

WORK ORDERS- TOTAL RECEIVED	#	22
WORK ORDERS- COMPLETED	#	18
WORK ORDERS- PENDING	#	3

OPEN ACTION ITEMS --Water

EDA Project apparent low bidder, Copper Ridge Contracting, Pre-con Dec. 19, '23. Capital project water tower final steps: SCADA, and miscellaneous electric complete, old tower demolition- Monday Dec. 11, new tower filled.