

The Santa Claus Town Council & Santa Claus Town Council met in regular session on March 13, 2023 at the Santa Claus Town Hall located at 90 N Holiday Blvd Santa Claus, In. The meeting was called to order by President, Kevin Burke at 5:30 pm

Pledge of Allegiance

YouTube- Yes

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

Absent: None

Also, Present: Clerk-Treasurer; Kelly Greulich, Town Attorney; Kevin Patmore, Fire Chief; Max Meyer, Park Superintendent; Zach Tischendorf, Police Chief; James Faulkenburg, Building Inspector; Todd Hays & Superintendent; Russ Luthy

MINUTES

Seth Windell made a motion to approve the February 13, 2023 meeting minutes and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

Patricia Vaal made the motion to approve February 22, 2023 special meeting minutes and Jason Little seconded the motion.

Ayes: All Nays: None Motion carried

COMMENTS FROM THE FLOOR

Russ Luthy solicited bids from 4 vendors for a Hydro-Excavator to help break up the ground and vacuums up water. It is a lot safer for the employees. The vendors who were requested to submit bids were Best Equipment, EJ Equipment, Ditch Witch Mid-States and Vermeer Midwest. He will be using 2021-Bond Capital for purchase. We received 2 bids and Attorney Kevin Patmore opened the two bids during the meeting. The first bid was from Best Equipment in the amount of \$118,655.00. The second bid was from Vermeer of Indiana in the amount of \$118,408.00. Russ stated normally the bids would be tabled. Russ reported that he submits specs that have to be met in the bid and both bids submitted would meet the specs he needs and is good for 30 days. Kevin Patmore read the specs off the bids presented.

Seth Windell made a motion to accept the lowest bid as long as it meets specs. Jason Little seconded the motion. There were no comments from the floor.

Ayes: All Nays: None Motion carried

COMMENTS FROM THE PRESIDENT

Kevin Burke reported he received a letter from It Takes a Village rescue and asked the board if they had time to read the letter. Patricia Vaal spoke on the need that the community has for assistance from a rescue but had a question whether the town could financially support a charitable humane society. Kelly Greulich stated we have done that in the past and there used to be a line item for this purpose when the county ran the program. Vaal requested that it should be in writing that the funds donated would stay in our county. Kelly Greulich said we could possibly use the outside service fund since the line item has been removed from the current budget. Attorney Kevin Patmore will look into if the town could donate. Kevin Burke asked Greulich to see what has been budgeted in the past, Greulich reported that the line item was \$1500 in the past.

Community member Sara Winter spoke from the floor asking if there is an ordinance in place to be able to trap stray cats that are loose in the village. James Faulkenburg reported there is an ordinance for a leash law but not specifically to trap stray animals and trapping them would be a challenge. The board thanked Sara Winter for speaking. Kevin Burke stated this would be tabled until the next meeting.

FEBRUARY REPORTS FROM DEPARTMENT HEADS

FIRE DEPARTMENT MAX MEYER

First Responder EMR 11

Signal 9 Medical-1

Total Activities-12

Medicine Clean-Out Day is scheduled for April 22, 2023 from 8 am- 12 noon at the Firehouse.

Max Meyer reported that when the original contract was discussed for the purchase of a new truck if we put 50% down, we would save \$10,000 and since then that savings has decreased to \$5,000. Seth Windell asked when the truck would be ready and Max stated that it would be in October of 2024. Seth Windell suggested that if the money were invested in a CD at a higher interest that we would gain way more than the \$5,000. Kelly Greulich explained how the process would work on investing the money and then moving it to make payment. Kevin Burke asked Kelly Greulich to get quotes for 18-month CDS. The price of the truck is \$317,000. Meyer reported that that price was locked in and would not change.

PARKS & RECREATION/COMMUNITY CENTER ZACH TISCHENDORF

SCCC Active Members-141, New Members-12, Daily-37, Big Room Rental-0, Big Room Hourly Rental-0.

COMPLETED PROJECTS-The storage closet is complete and all the table and chairs have been moved into the new storage room. The basketball court repairs and resurfacing along with LED lighting is done. They are prepping for the spring sports.

NEW/ONGOING PROJECTS-April 8, 2023 Spring Flings & Easter Things from 11:00 am to 1:00 pm at Yellig Park. Food trucks will be on site. The remodeling of the community center continues and they are looking new windows if they have the available funds. They have had no applicants for the full time position and that is a concern as the grass will need to be mowed soon.

ITEMS FOR TOWN COUNCIL-

Zach Tischendorf asked for the council to approve the purchase of a new mower. Hudson has a Steiner mower that was used as a demo and only has 28 1/2 hours of use on it. It is a 2021 model and comes with a 1 year warranty. The mower has a lower center of gravity and will be safer for the employee to use on inclines. Tischendorf expects that this will cut down on mowing time and will save approx. \$5,000 in fuel and labor expense. The cost of the mower will be \$27,711.02 with \$7,460 coming from Park, \$9,000 trail equipment and \$11,251.02 from rainy day. Kevin Burke suggested that we also open the hiring up for part-time help.

Seth Windell made the motion to approve the purchase of the mower and aerator in the amount of \$27,711.02. Jason Little seconded the motion.

Ayes: All Nays: None Motion carried

BUILDING INSPECTOR TODD HAYS

Number of ILPS Issued	3
Number of New Permits	3
Number of Post Hole Inspections	0
Number of 911 Addresses Assigned	0
Number of Electrical Permits Issued	0
Number of Solar Inspections	0
Number of Footing Inspection	3
Number of Foundation Inspections	1
Number of Rough in Plumbing Inspections	4
Number of Rough in HVAC Inspections	6
Number of Rough in Electric Inspections	6
Number of CenterPoint Inspections	2
Number of Gas Inspections	1
Number of General Inspections	7
Number of Framing Inspections	3
Number of Concrete Floors/Slabs	0
Number of Basements Walls Inspections	0
Waterproofing Foundations Inspection	0
Number of Underground Plumbing	1
Number of Electric Meter Inspections	2
Number of Final Inspections	3
Number of Certificate of Occupancy	2

Jason Little asked whose responsibility is it to locate the pins on a piece of property that is sold. Todd Hays reported that the bank or property owner would be responsible for having the property surveyed in order to locate and verify the pins are in the correct location. Patricia Vaal agreed that that is the responsibility of the owner. Patricia Vaal asked for update on the properties on Melchior. Hays said that the one property was sold and the other one the house looked ok from the exterior but the deck appeared to need some work done. He was unable to enter the house. The dogs have been removed. In this case the health department is going to the house next week and if they contact Hays, he will go with them to see if the house is structurally sound. James Faulkenburg would be going also. Holiday World is almost finished with their dorm with only minor things needed to be completed. Jason Little asked James Faulkenburg if he had talked to the State about reducing the speed in front of the new dorms. He said there will be safety measures put in place with the possibility of cameras being installed. Council agreed that it is pitch dark there and safety is a concern. Patricia Vaal asked if Holiday World could be responsible for adding lights. Hays reported that that was all he had to report. Kevin Burke reminded the council that they still need someone to fill APC and BOZA due to the resignation of Mike Johannes. He asked if anyone knew of a Republican candidate to fill the positions. Kevin Burke made a motion to appoint Jeff Stillman to the BOZA board. APC still has a vacancy.

POLICE DEPARTMENT JAMES FAULKENBURG

- Off Duty Call Outs-10
- Citations TOSC-13
- Warnings TOSC-43
- Crash Reports-4
- Vehicle Inspections-6
- Domestic Disturbances-7

Assist another Department-15
Medical Emergencies-7
Disturbances-71
Theft Reports-1
Verbal Warnings-0
Case Reports/Investigations-18/78
Warrant Service-2
Gun Permits-2
Arrests-5
Assist Motorist-4

Reserve Hours for the month of March are as follows: Jazyk-16 hrs, Kennedy-8 hrs, Goffinet-22 hrs. James Faulkenburg reported that they stepped up patrol in Holiday Village. They have not had any further calls regarding the questionable person walking around in Holiday Village. They had one call regarding a female in a black car driving around suspiciously but they have no reports since. Faulkenburg stated they have had several complaints about motorist running stop signs and speeding in both Holiday Village and Christmas Lake Village. The police department have been issuing warnings. Kelly Greulich updated that the council received an invoice in this year for the police department case that happened in the end of last year. She advised that it was too early to do an appropriation for that invoice and that Jane Lindsey would have to just watch the budget and see later in the year whether they would need to ask for an additional appropriation or possibly do a transfer. Faulkenburg commented that the price of tires has gone up substantially in consideration for the budget next year. Patricia Vaal spoke on behalf of the council to send condolences from the town to reserve officer Nate Jazyk on the death of his Father-In-Law.

TRAILS RUSS LUTHY

Russ Luthy discussed the requirement from INDOT to post signage on the trail in order to be compliant with our contract. He asked if he could move forward and have a proof made. He would bring proof back to the council to get final approval. Luthy presented the final invoice from Clark-Dietz and said the council was in the driver's seat on whether they wanted to pay the overage. Patricia Vaal said that Clark-Dietz is claiming the overage is due to the weather. Kelly Greulich reminded the council that originally the bid came in too high and was re-bid. Clark-Dietz never changed their bid amount. Vaal said they need to take time to re-visit this. Greulich stated that they should be held accountable to the bid they submitted and that the \$41,054.31 overage would be coming out of taxpayer money. Little said that there may be some discrepancy in the dates that there were several days worked on the weekends and that time should be verified. Attorney Kevin Patmore states that the town has a contract that we can hold them to and the town does not have to pay any of the invoice amount. Kevin will provide the exact wording of the contract. Windell makes motion that we allow Russ to make the recommendation on how to proceed. Luthy recommends that we pay the full invoice amount of \$41,054.31 to Clark-Dietz. Vaal asked how the town can avoid this in the future with the building additional trails. Vaal requests the council table this and request that Clark-Dietz to attend a special meeting for further explanation of their invoice, council agreed. Russ Luthy will set up the meeting and let the board know the date and time.

Attorney Kevin Patmore sent guidance to the board regarding the ADA signage. Patmore also suggested that the council form a committee to assist with the ADA wording. Patmore said the committee would want to tailor it to set motor requirements and speed requirements and bring back to the council for approval.

STREET DEPARTMENT

Slide correction is an INDOT project. The trail will not be affected by the construction but the after affect might cause some drainage issues. Patricia Vaal asked if there will be traffic issues such as lane restrictions and flaggers. Luthy reported yes there would be. Luthy has not seen a time frame for this project at this time. Luthy and Tischendorf will be working closely with INDOT on the project. Luthy said the project correction will include lots of rip rap. Tischendorf was concerned that it could possible effect the future trail going down to the school.

STREET OPEN ACTION ITEMS

Mowing- No

Sign-replace/repair/install- No

Complaints- No

Street Repairs- Yes

WASTEWATER

PLANT INFORMATION: Treatment February 2023 21.07 MG, February 2022 30.93 MG

Precipitation February 2023 3.41 Inches, February 2022 8.2 Inches

OPEN ACTION ITEMS:

Three lifts stations. Two are complete and lift station #3 is still waiting on a generator. Kevin Burke asked if they had any issues with all rain and Russ Luthy said they absolutely have but they always do. The contractor has not started painting the water tower yet. The project is still set to be completed mid-April. Patricia Vaal asked about the color and Russ reported that it would be painted white. The water wells are functional but have not been started up. They will be scheduling a start up date soon.

Kelly Greulich asked how they were coming along on GIS system. Luthy stated is about 99.999% of the field work complete. Water dept. has been going through the first draft of their mapping. They have corrected any errors they have found. Wastewater side they did just finish up sanitary and waiting on the map to approve.

PSA: Luthy stated he has been made aware that people are concerned that the reason the town has boil advisories is because the water is unsafe to drink. This has been seen on Facebook. He wanted to clear up this misconception. The correct information is that boil advisories are issued whenever there is a service interruption or a main break. They do that to ensure the water remains safe. Anytime there is a failure below 20 pounds of pressure the town is required to issue a boil advisory.

Jason Little asked for an update on the employee out on FMLA. Luthy said employee is set to return to work on April 1st. Greulich stated the employee is keeping the CT office updated on the matter.

OSHA

No lost time injuries, 3- field hazard assessments: water service install, service leak and main repair 245 & LJ Koch.

WATER RUSS LUTHY

January Work Orders-Total Received- 14

Work Orders Completed- 12

Work Orders Pending- 2

OPEN ACTION ITEMS: Issues, startup will begin once issues are cleared up on Well #3, steel fabrication and tower erection continue. Once the tower is up the crew will be in to paint.

INDUSTRIAL PARK

Nothing to report.

TOWN ATTORNEY KEVIN PATMORE

No date yet on the hearing for Matthew Gosnell. No word on the torte claim involving Jason Terry at this time. 1st reading ORDINANCE 2023-03 ROAD MT. ZION ROAD for the council.

Patricia Vaal made amotion for the 1st reading of ORDINANCE 2023-03 ROAD MT. ZION ROAD and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried

CLERK TREASURER KELLY GREULICH

Kelly Greulich reported that the cash reports have been posted and sent to the paper and the year end reporting has been completed. A copy is also posted on the bulletin board at town hall.

2022 YEAR END REPORT

General-\$5,434,622.92

Water-\$3,302,748.12

Wastewater-\$4,806,484.76

TIF A&C-\$865,728.77

Kelly Greulich talked to Kevin Burke about invoices coming in late and Deputy Clerk Cathy Kroeger is having to drive those over to avoid those from being charged penalties. Kroeger is being paid mileage out of that department's budget that turns the invoice in late. Seth Windell asked if they could be set up on auto pay and Greulich said the State Board of Accounts will not allow these type of invoices to be set up for auto pay. Kelly stressed the importance of getting the invoice in on time to avoid paying someone mileage to deliver the payments. Burke asked if the Clerk-Treasurer's office could either scan the invoices in to the department head or shoot them a text letting them know that the invoices are in the office. Greulich said she understood that some of them are volunteers and not here everyday and agreed to send out a text notification to let the department know the invoices are in their mailbox.

Greulich said they need to discuss the DocuSign form for the opioid settlement. Greulich will remove Mike Johannes as the president and add Kevin Burke as the current president. Greulich asked if the council should move forward with receiving funds from the class action settlement. Burke said the council should move forward. Greulich stated she did not receive the e-mail herself because they were not sending the information out to the town of Santa Claus e-mails. Greulich will look into how to update the names and e-mails for the settlement.

Seth Windell made the motion to approve Kevin Burke as President to sign the DocuSign form. Jason Little seconded the motion.

Ayes: All Nays: None Motion carried

Jason Little acknowledged that this is the last meeting for Kelly Greulich and thanked Kelly for her time serving as Clerk-Treasurer. Kelly said she appreciated that so much.

MISCELLANEOUS

Seth Windell said he had sent out a rough draft of the town manager job description and asked if the council had time to review the document. Patricia Vaal stated that it was a good generic start and that the council needs more time to look over it. Vaal asked Little if he had anything to add to the job description and he said it should include the zoning for the town as well. Burke said that his personal feeling was that the town manager was not needed at this time and the council would be better off spending those resources on training to support future retirements and also to offer family insurance. Vaal agreed that family insurance was a big deal and should be made a priority. Greulich said she and Danita Grosvenor got a census together and it was sent out to all the employees. Tischendorf and Luthy's departments have returned theirs. Once we get those back, Grosvenor will be able to get us a rough cost for the town on family insurance with spousal carve out will be included.

Seth Windell said that Jasper was approved for a food and beverage tax and there is no reason that the town should not move forward for one also. Windell said we need to push for this. The town has requested from the legislators for the exact same amount of 1%. Greulich said we need to stay in contact with the legislators regarding this and move forward to help our park with larger projects.

— Greulich stated that she received the letter from IDEM for Kimball, they were approved for their air quality permit.

Kelly talked to Spencer County Bank regarding setting up account for trail donations through BankDocs. They should be able to help us get this set up on our website. A separate donation account would be set up for the money. Greulich said due to the problems they have had with Invoice Cloud that she would recommend the town have a separate company handle these donations. Greulich said the round up feature was not worth the issues it had caused.

Greulich said on the fund reports there are some old accounts that are not being used but has small balances and she is going to train Jane on how to clean up those accounts.

VOUCHERS

Jason Little made a motion to approve general vouchers in the amount of \$ 65,631.36 and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried

Jason Little made a motion to approve payroll vouchers in the amount of \$121,104.69 for the month of February and Brian Warren seconded the motion.

Ayes: All Nays: None Motion carried

Jason Little made a motion to approve wastewater vouchers in the amount of \$77,932.62 and Seth Windell seconded the motion.

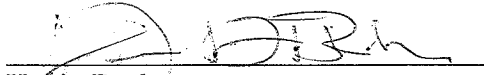
— Ayes: All Nays: None Motion carried

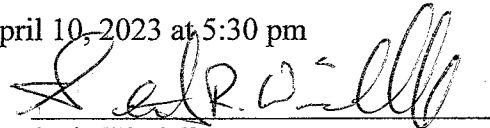
ADJOURNMENT

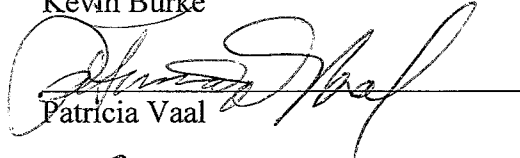
Jason Little made a motion to adjourn the town council meeting at 7:13 P.M. and Patricia Vaal seconded the motion.

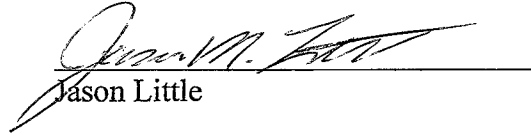
Ayes: All Nays: None Motion carried

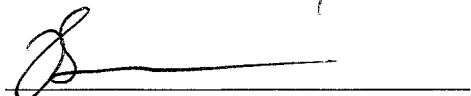
The next Town Council meeting will be April 10, 2023 at 5:30 pm



Kevin Burke


Seth Windell


Patricia Vaal


Jason Little


Brian Warran

ATTEST:

Jane Lindsey, Santa Claus Clerk-Treasurer