

The Santa Claus Town Council & Santa Claus Town Council met in regular session on February 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 (SW arrived at 5:34 pm), Brian Warran

**Absent:**

**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

**Absent:**

Kelly Greulich stated to those in attendance when speaking during the meeting please come to the podium those watching by YOUTUBE have stated they cannot hear anyone talking from the audience this includes department heads as well.

### **MINUTES**

Jason Little made a motion to approve the December 30, 2022 special meeting minutes and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

Jason Little made a motion to approve the January 9, 2023 meeting minutes and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

Seth Windell arrived at 5:34 pm.

### **COMMENTS FROM THE FLOOR**

Vince Luecke was present to speak to the council about having a kickoff event on April 8, 2023 a marathon. It will be a run/walk starting at 1:00 pm. Luecke asked if the Santa Claus police department would be able to help with traffic control? James Faulkenburg stated yes, his department can. Zach Tischendorf stated he would be busy that day with the town event at Yellig Park Spring Flings & Easter Things.

Kelly Greulich introduced Jane Lindsey who was caucused in on February 4, 2023 by the Spencer County GOP to replace Greulich who will be resigning from her position as Santa Claus Clerk-Treasurer April 2, 2023. Greulich asked Mrs. Lindsey if she would come to the podium and tell the council and those present about herself. Mrs. Lindsey stated she has over 20 years' experience in business management, my current position which I have held for 13 years is with a long-term care facility where I am office manager my duties include payroll, human resources, accounts payable, auditing invoices, balancing the general ledger, process all collections, reconcile four bank accounts. I am looking forward to working for the people of Santa Claus. Does anyone have any questions for me? With no questions Lindsey stated she will stay around after the meeting if anyone would like talk with her. Greulich thanked Lindsey for coming. Council welcomed Lindsey.

### **COMMENTS FROM THE PRESIDENT**

Kevin Burke made a motion to appointment Michael Johannes to the Santa Claus BOZA Board and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried

Kevin Burke made a motion to appoint Michael Johannes to the Spencer County Economic Commission and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

**JANUARY REPORTS FROM DEPARTMENT HEADS**

**FIRE DEPARTMENT MAX MEYER**

First Responder EMR 9  
Fire/Fire Alarms/SprinklerActivations-3  
Signal 9 Medical-1  
Total Activities-13

Medicine Clean-Out Day is scheduled for April 22, 2023 from 8 am- 12 noon at the Firehouse. The Fire department is working on two new grants one is to replace the air compressor that fills the air bottles at a cost of \$ 59,000.00 that requires a 5% match. The second grant is a county wide grant that will replace the radios for all emergency services in Spencer County to the 800 radios so everyone will be able to communicate with each other. There are nine volunteer fire departments in Spencer County if the county receives the grant the county will cover the cost of the match.

**PARKS & RECREATION/COMMUNITY CENTER ZACH TISCHENDORF**

SCCC Active Members-145, New Members-15, Daily-55, Big Room Rental-0, Big Room Hourly Rental-0. COMPLETED PROJECTS OF PARK’S DEPARTMENT-refurbished the park trailer, removed ball diamond fence cap, assembled new pitching screens, 2023 sponsorship letters went out the middle of January, janitor supplies and chemical/fertilizer has been procured, sand volleyball court project has been submitted to the Spencer County Parks as the grant project for 2023.

NEW/ONGOING PROJECTS-Community Center storage closet remodel is complete now the table and chairs are stored the closet, April 8, 2023 Spring Flings & Easter Things from 11:00 am to 1:00 pm at Yellig Park. Food trucks will be on site, Applying for 2023 Land & Water Conservation Grant and Spencer County Park’s Grant.

**ITEMS FOR TOWN COUNCIL-**

Tischendorf stated that the Clerk-Treasurer brought to his attention an issue concerning the purchasing on the score boards at the park at the October 10, 2022 meeting. The minutes state asking the council to forgo the bidding process of the score boards due to the company Tischendorf has been in contact with will also install and service the boards, that is incorrect. The company does not install the boards and the cost did not include the install at \$ 21,014.05.

Patricia Vaal made a motion to amend the motion from the October 10, 2022 meeting stating the bid did not include the install of the score boards and the reason for not bidding the project out there is a local company that will work on the scoreboards if there are ever issues with them and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried

Russ Luthy stated the DNR Trail is almost complete a few punch list items and it will be wrapped up. Tischendorf stated the \$ 8,000.00 of the parks department money for the DNR trail will come from the special fund.

**BUILDING INSPECTOR ABSENT TODD HAYS**

Number of ILPS Issued 2  
Number of New Permits 2  
Number of Post Hole Inspections 0

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

APC Board will be meeting on February 16, 2023 at 5:30 pm here at the town hall. On January 26, 2023 stopped at the Back 9 Development known as the Golf Course and spoke with Todd Grundhoefer about the signs at the facility are in violation no permit has been approved. Grundhoefer stated he would relay the message to those involved. Working on completing the Census report. Jason little asked when someone obtains a building permit with the town are they required to display that permit on the property? Hays stated they should but some do not. Greulich stated the contractor is given a permit on cardstock paper to display once the permit is paid for at town hall.

#### **POLICE DEPARTMENT JAMES FAULKENBURG**

Off Duty Call Outs-8

Citations TOSC-7

Warnings TOSC-82

Crash Reports-7

Vehicle Inspections-4

Domestic Disturbances-4

Assist another Department-10

Medical Emergencies-4

Disturbances-41

Theft Reports-2

Verbal Warnings-0

Case Reports/Investigations-7/22

Warrant Service-1

Gun Permits-0

Arrests-1

Assist Motorist-5

Reserve Hours for the month of January are as follows: Jazyk-16 hrs, Kennedy-8 hrs, Goffinet-16 hrs.

Faulkenburg stated so far February has been a crazy month, there was an armed robbery in Fulda gas station on Sunday evening. The employee was held at gunpoint. The town has received reports of a gentlemen walking

around in Holiday Village popping out of the woods so we have stepped up patrols in the area. If anybody is questioning the police vehicles that have been at the town hall the state police held a training session on hostage negotiations. Our officers have a good working relationship with the state police. Logan Musgrave gave an update concerning the CHIRP grant the police department would like to apply for. If the town moves forward with the grant the town would be awarded \$ 4,000.00 for 3 blitz times that run in 8-to-10-day period. The police department would like to move forward with applying for the grant. The grant is a reimbursable grant so the town would have to pay out the overtime and then be reimbursed. Greulich stated her concerns, funding is not in the 2023 budget, Greulich left a message 10 days ago with Courtney Summers Program Director over CHIRP and has not returned my call she was out of the office. Will the grant cover all the taxes and the town's portion of retirement. The retirement is based off of the gross pay so obviously the more hours a person works the more money goes into their retirement on hourly employees. All of our officers with the exception of the Chief are hourly employees. Those are ligament concerns. Musgrave the first blitz is geared for school traffic, our officers would follow the buses and anybody that does not follow the law would be pulled over and be ticketed. There would be no warnings issued during the blitz. Jason Little stated public safety is my passion, are you trying to utilize FLEX time for the employees instead of overtime because the budget can only support minimal overtime throughout the year. Faulkenburg stated yes wherever I can.

Jason Little made a motion to move forward with the CHIRP Grant and Patricia Vaal seconded the motion.  
Ayes: Little, Vaal, Burke & Windell Nays: Warren Motion carried

#### **TRAILS RUSS LUTHY**

Luthy stated the rules will need to be posted on the trails. A discussion followed and Kevin Patmore will look into the American Disabilities Act to make sure the town is in compliance before any signs are made. The DNR trail at Yellig Park is nearing completion a walk thru with DNR representative will take place in the next couple weeks. The Eastside Trail should be finalizing the last invoice but the town has not decided on what they are going to do concerning Clark Dietz Engineering Inspection overage cost.

No discussion followed

Jason Little asked Luthy if Holiday World will be putting in a cross-walk across HWY 162. Luthy stated yes, Holiday World will be putting in a crosswalk for the employees living in the dorms.

#### **STREET DEPARTMENT**

##### **STREET OPEN ACTION ITEMS**

Mowing- No

Sign-replace/repair/install- No

Complaints- No

Street Repairs- Yes

Assist other departments as needed, prep for ice and snow fighting. Christmas decorations and street light repairs, culvert inspections, monitor CR 850 culvert, vehicle and equipment maintenance and repairs, road inspections, pothole patrol.

Luthy stated the agreement for the old portion about 3 quarters of a mile of 245 is almost complete. The council has to have a motion to approve the agreement with INDOT for the \$ 250,000.00 for the town to take over the road.

Seth Windell made a motion to sign the INDOT agreement for the old section of HWY 245 and INDOT has agreed to pay the town \$ 250,000.00 for the road and Jason Little seconded the motion.

Ayes: All Nays: None Motion carried

Seth Windell made a motion once the town receives the money from INDOT the funds will be receipted into the MVH restricted fund and Jason Little seconded the motion.

Ayes: All Nays: None Motion carried

### **WASTEWATER**

PLANT INFORMATION: Treatment January 2023 25.71 MG, January 2022 24.16 MG

Precipitation January 2023 6.62 Inches, January 2022 3.97 Inches

OPEN ACTION ITEMS: Process control testing, plant O & M. Work continues AMP project. Sludge hauling complete and clarifier repair scheduled, Note other items on file at WW Plant.

SSO(s)- 0

COLLECTION SYSTEM: Routine station maintenance checks, sewer main and lateral rehab ongoing, rehab is complete on LS # 1 & # 4. Jet lines, monitor manhole on Evergreen Dr. Aid in snow and ice removal. New pump installed on LS # 9.

LATERAL INSPECTIONS: Revolving total lateral inspections-3, New in January-3, COC's completed -3, requiring repairs-1, no repairs-2, exempt laterals-0.

YEAR TO DATE: Requiring repairs-1, no repairs-2, exempt-0.

The generator will arrive in April for LS # 3. The principal officer for the town has changed IDEM is requesting a letter stating who is the principal officer and who is authorized to be the signatory for reporting purposes. Luthy had a letter for Kevin Burke to sign and authorize Russ Luthy as the signatory for IDEM reporting. Luthy stated he has an employee that has been under a doctor's care and is using his PTO time he is requesting FLMA leave from the town. Kelly Greulich stated the last time the town had this discussion the council decided it would be on a case-by-case bases that is why Russ is bringing this up, little can be said with HIPPA laws but the employee will be using the last of his paid time off before the next council meeting.

Patricia Vaal made a motion to approve FLMA leave for the employee once all the PTO time has been completely used up and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried

### **OSHA**

No lost time injuries, 4- field hazard assessments: wastewater main jetting, pothole patching, and 2 water service installs.

### **WATER RUSS LUTHY**

January Work Orders-Total Received- 14

Work Orders Completed- 12

Work Orders Pending- 2

OPEN ACTION ITEMS: Re-scheduling for sometime in February the start-up of Well # 3, steel fabrication and tower erection continues, almost above the tree lines. Once the tower is up the crew will be in to paint. Kevin Burke stated make sure the public is aware of when the painting will take place. Across from Town Hall a leak is scheduled to be fixed tomorrow. The town's Asset Management plan is 99% complete, the report is a requirement for the funding of Community Crossing Funds for road work. The next round of funding will be July 1, 2023.

### **INDUSTRIAL PARK**

Nothing to report.

**TOWN ATTORNEY KEVIN PATMORE**

The hearing for Matthew Gosnell has been scheduled. No word on the torte claim involving Jason Terry at this time. ORDINANCE 2023-02 AN ORDINANCE ESTABLISHING EDA GRANT FUND for the council.

Jason Little made amotion for the 1<sup>st</sup> reading of ORDINANCE 2023-02 AN ORDINANCE ESTABLISHING EDA GRANT FUND and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

Jason Little made amotion to suspend the rules for the EDA Grant Ordinance and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried

Seth Windell made a motion for the 2<sup>nd</sup> reading and adoption of ORDINANCE 2023-02 AN ORDINANCE ESTABLISHING EDA GRANT FUND and Jason Little seconded the motion.

Ayes: All Nays: None Motion carried

Patricia Vaal asked Kevin Patmore to clarify what his letter he sends to the town council each year concerning his cost for services, it states routine emails and phone calls. Patmore stated for instance when the Back 9 called about wanting information about a TIF area that is a 3<sup>rd</sup> party and would not be covered and that is why I emailed the council asking if I should talk with David Maddox about the TIF information.

**CLERK TREASURER KELLY GREULICH**

Greulich has for a 2<sup>nd</sup> reading and adoption ORDINANCE 2023-01 AN ORDINANCE OF THE SANTA CLAUS TOWN COUNCIL OF SANTA CLAUS, INDIANA ESTABLISHING AS THE FINANCIAL INSTITUTION FOR PUBLIC MONIES OF THE TOWN for the council.

Patricia Vaal made a motion for the 2<sup>nd</sup> reading and adoption of ORDINANCE 2023-01 AN ORDINANCE OF THE SANTA CLAUS TOWN COUNCIL OF SANTA CLAUS, INDIANA ESTABLISHING AS THE FINANCIAL INSTITUTION FOR PUBLIC MONIES OF THE TOWN and Jason Little seconded the motion.

Ayes: Little, Vaal, Windell & Warran Nays: None Abstain: Burke Motion carried

Greulich stated to the council this year is the last year in our contract for the town website with Matt Taylor and it would be in the best interest of the town to have several people trained on how to upload information onto the website. The state is also wanting government entities to use an in.gov emails for those employees that have emails with the town. Greulich stated she has spoken to Tischendorf, Luthy & Faulkenburg about having someone from their departments learn how to upload information and make changes to the town website. The training was part of the bid process for the website.

Greulich has RESOLUTION 2023-02 A COUNCIL APPROVED RESOLUTION TRANSFERING FUNDS OUTSIDE OF THE SERIES FOR A TOTAL AMOUNT OF \$ 19,963.94.

Seth Windell made a motion to approve RESOLUTION 2023-02 A COUNCIL APPROVED RESOLUTION TRANSFERING FUNDS OUTSIDE OF THE SERIES FOR A TOTAL AMOUNT OF \$ 19,963.94 and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

Greulich stated she would be willing to train the new Clerk-Treasurer in if the council approves a contract for services. A lengthy discussion followed, the issue was tabled and a special meeting will be scheduled for February 22, 2023 at 5:00 pm.

**MISCELLANEOUS**

Seth Windell stated that a job description has been put together for a Town Manager and that he will forward the job description to town attorney Kevin Patmore to look it over. Greulich asked if the other council members had seen the job description, they stated no they hadn't except Jason Little. Greulich said you should forward the job description to the rest of the council first so that can look it over to see if they want to add anything. Windell stated he would send the job description to the council for review.

Patricia Vaal stated 5/3 bank will be closing in Santa Claus does anybody know if another bank is coming in? Windell stated several people have expressed interest in the building but nothing concrete.

**VOUCHERS**

Jason Little made a motion to approve general vouchers in the amount of \$ 244,581.32 and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

Jason Little made a motion to approve payroll vouchers in the amount of \$ 85,480.62 for the month of January and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

Jason Little made a motion to approve wastewater vouchers in the amount of \$ 89,058.47 and Patricia Vaal seconded the motion.

Ayes: All Nays: None Motion carried

**ADJOURNMENT**

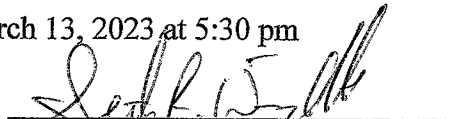
Brian Warran made a motion to adjourn the town council meeting at 8:01 P.M. and Seth Windell seconded the motion.

Ayes: All Nays: None Motion carried

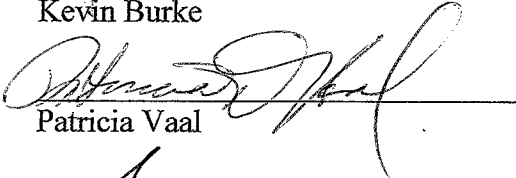
The next Town Council meeting will be March 13, 2023 at 5:30 pm



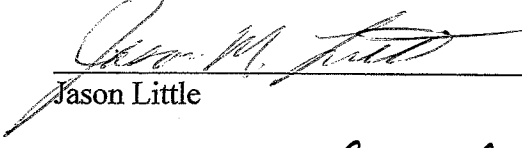
Kevin Burke



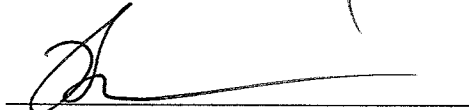
Seth Windell



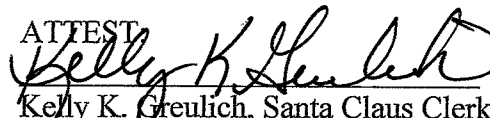
Patricia Vaal



Jason Little



Brian Warran

ATTEST  


Kelly K. Greulich, Santa Claus Clerk-Treasurer

**RESOLUTION 2023-02**

**WHEREAS**, monies are needed in various departments of the following Funds for the 2022 budget year and will be posted after approval by the governing body on December 31, 2022 before roll over of new year;

**THEREFORE**, be it ordained by the Town Council of the Town of Santa Claus, Indiana, the following sum of money is hereby transferred for the budget year 2022 into the account named subject to the laws governing same.

**Department-**

**Clerk-Treasurer to Planning & Zoning**

FROM SERIES:	TO SERIES:	AMOUNT
<u>300</u>	<u>300</u>	<u>\$ 1,582.58</u>

**Clerk-Treasurer to Police**

FROM SERIES:	TO SERIES:	AMOUNT
<u>300</u>	<u>200</u>	<u>\$ 5,339.76</u>

**Police**

FROM SERIES:	TO SERIES:	AMOUNT
<u>100</u>	<u>400</u>	<u>\$ 1,833.05</u>
<u>300</u>	<u>400</u>	<u>\$ 5,130.95</u>

**Fire Department**

FROM SERIES	TO SERIES	AMOUNT
<u>200</u>	<u>400</u>	<u>\$ 1,753.25</u>

**Santa Claus Community Center**

FROM SERIES	TO SERIES	AMOUNT
<u>300</u>	<u>100</u>	<u>\$ 4,324.35</u>

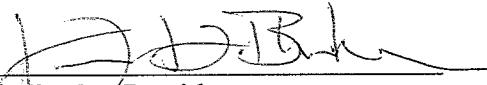
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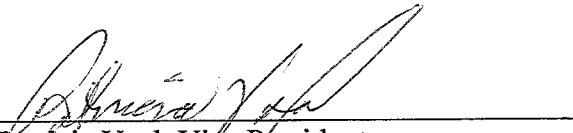


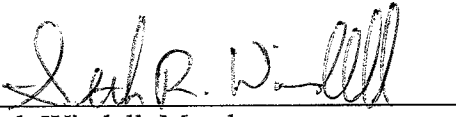
Resolution 2023-02 Town Council approved Transfers

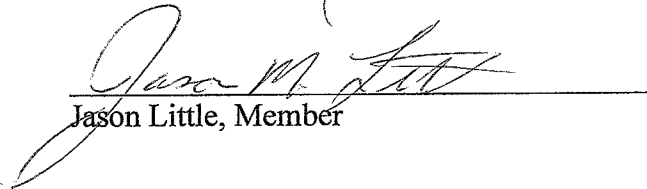
Total Amount of all Town Council approved transfers for Resolution 2023-02  
\$ 19,963.94.

Adopted on this 13<sup>th</sup> day of ~~January~~ <sup>February</sup>, 2023, by the Santa Claus Town Council of the Town of Santa Claus, Indiana.

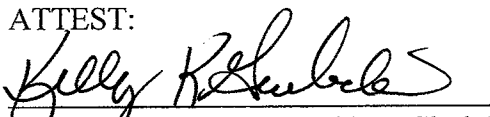
  
Kevin Burke, President

  
Patricia Vaal, Vice President

  
Seth Windell, Member

  
Jason Little, Member

  
Brian Warran, Member

ATTEST:  
  
Kelly K Greulich Santa Claus Clerk Treasurer