

MINUTES
APRIL 8, 2021

President Doug Bignell called the meeting to order. John Culley was not in attendance. The Pledge of Allegiance was recited. David made a motion to accept the March minutes and the April Claim docket. LeaAnn 2nd. Motion carried.

Doug introduced Kevin Hill from NPA with insurance updates for 2022. A 3 year contract was discussed but Kevin did indicate that most insurance carriers will not guarantee rates for a tree year period. The new sign has been added to the 2022 insurance but the rate was waived until the renewal date in June. Kevin went over the policy, performance bonds and indicated that he will keep us updated yearly so the town does not have to rebid every year. The council gave Kevin their consent to proceed so we can get the policy by the June renewal date.

Old Business:

The Capital Asset Management Plan Proposal from Baker Tilly was discussed. This is a State Board of Accounts priority and was indicated in the last audit that the town needs this done. The initial agreement has an hourly rate and it was indicated that it would probably run anywhere from \$5000 to \$10,000. By a consensus of the town council to go forward. Doug signed the agreement.

David made a motion to adopt Ordinance 2021-03 allowing the clerk-treasurer and/or deputy clerk-treasurer to pay bills if due before the monthly council meetings as to avoid a late fee was. Steve 2nd. Motion carried.

Steve made a motion to adopt noise Ordinance 2021-04 with the mower wording included. LeaAnn 2nd. Motion carried unanimously. This ordinance will be published within 30 days of adoption and put on the town's website and violations will be taken to Plainfield Court.

National Youth Service Day, which is April 23, 24 and 25 was discussed. Doug has been working with the Davis Lawn Care and Carson McCleery lawn service and the Christian Church youth pastor. He has had 30 trees donated. LeaAnn talked to

Cox's Plant farm and although they do not donate items, they will give the town a discount. We will plan on meeting at the town hall on April 24th at 9:30. Pete will get a truck load of mulch and we will try to do some clean up around the town hall and park at this time.

Doug has presented an Employee hand book and Internal Controls for the council to look over in the next couple of months so that we can have all problems from the previous audit fixed before the next audit. Tabled.

The subject of solicitation forms was tabled until the May meeting.

Matt discussed the Police Policy Procedure Manual. He has been in touch with a company to complete the policy for the town with all procedures applicable to Clayton for \$2458.20 and any changes would be updated annually for the same dollar amount. Matt did indicate that he could manually update the manual to save money. A consensus from the town council for Matt to proceed and have Doug sign.

Matt will purchase a camera for the park to put on the back of the mini barn that will encompass the gazebo and the playground. He is waiting on a quote for a wireless device for the park, as the one that we had at the park was taken to the sewage treatment plant. Tabled.

An upgrade of the intercom system was discussed. Matt suggested that we purchase a more rugged weather ready system for \$280. The town council gave its consent for the purchase.

The deputy clerk ordinance and the addendum to the 2021 salary ordinance were tabled until the May meeting.

New Business:

The agreement with Graves Construction for part of the sewage plant project was signed by Doug by a consensus of the town council.

Doug talked on the subject of GRW moving forward with contract B of the sewage plant project. The town will try for an OCRA grant in October with Mike Kleinpeter as the grant administrator.

The town did not include any matching funds for a Community Crossing Grant for this year so we will budget money in 2022. Streets, sidewalks and storm water can be included in a CCG. HWC will do an assessment on the roads and sidewalks in town and rate the ones that are most in need of repaving, etc. The council would also like to have the storm drains on Western moved.

The town will receive \$219,000 from The American Rescue Plan Act Fund (ARPA) with half being received in May and the other half in January of 2022. We must create a special fund by ordinance to deposit this money into. Doug took part in a webinar on how to create an ordinance and what the money can be spent on. Tabled.

It was reported that we extended an offer for town manager that was turned down mainly because we did not offer insurance with the job. Doug has looked into AIM medical trust but you need at least 2 employees interested. We will get info from George and Mindy so that we can get a quote.

We have 2 companies that have we have quotes for GIS mapping. Tabled until all council members can get a look at the information.

The Hendricks County Multihazard Mitigation plan was presented to the council. This disaster plan can be adopted through a resolution and would help the town get FEMA funds if needed. The town council gave its consent to move forward with adopting this disaster plan. Tabled

A quote was received from Stockwell Homes for \$860 to replace the ends, caulk and paint that part of the Canopy at the Food Pantry that has rotted. LeaAnn questioned whether it would be more beneficial to have siding instead. We will ask Chris to give us a quote to change to OSB with siding. Tabled. We still need an electrical estimate for lights

Matt has three dates for Music in the Park. May 22, July 31, and September 25. He will work on food options.

George has a problem with the gutters at the building at the sewer plant. Pete will see if he can take care of it. He also needs to get rid of some of the old equipment, the refrigerator and the sampler. Graham will get him paperwork to make an itemized list and declare the equipment of no value. He also reported that he has 3 fire extinguishers that are not good. He will take them to the fire department.

There will be a meeting on Wednesday morning with Graves Construction concerning the sewage plant project.

Fire Chief Dustin Moffit reported a slow month with only 40 runs. Covid is tapering off, there is a fire class scheduled, they are purchasing 2 used Tahoe's from Plainfield, they created a captain position and promoted a lieutenant. They are being filmed for training purposes.

Pete and Doug have been working on Town Manager responsibilities, they drove around Clayton to see how many and what signs we need and there is an opening behind the wood above the porch that Pete thinks squirrels or chipmunks are getting in but the bucket truck is not tall enough to take care of that part of the building. He indicated all faucets at the shelter house and restrooms have been changed except for the sink in the kitchen area. If he cannot find out where the filters are in the new furnace he will call the company that installed it.

David talked about the pavement on Western starting to wear.

The clerk asked about a trash pickup day for this year. Doug indicated that we need some rules so people don't drop off items that the dump will not accept. Tabled. There is a pot hole on 500 that needs filled, the sewer that was fixed at Judy McCoy's is sinking and needs some more gravel and the representative from 811 left a banner that he would like to have hung in front of the building. We will put it on our sign instead.

There was a consensus of the council to adjourn.

Date

Doug Bignell, President

John Culley, Vice President

LeaAnn Davis, Councilman

David Ernst, Councilman

Steve Swartz, Councilman

ATTEST:

Ginny McKamey, Clerk-Treasurer