

MINUTES  
NOVEMBER 12, 2020  
7:00 PM

The regular monthly business meeting was called to order by President Doug Bignell at 7:05 pm. Steve Swartz and Graham Youngs were not in attendance. The Pledge of Allegiance was recited.

John made a motion to accept the October 8<sup>th</sup> minutes and the October 27<sup>th</sup> minutes from a special meeting, plus the November claim docket. David 2<sup>nd</sup>. Motion carried. Doug had a question about the purchase of an air compressor and was told that the other one quit, and David asked if the Riverboat Wagering money was a monthly distribution and it is not.

Old Business:

Parking on State Road 39 was discussed. Curbs have been painted yellow at the corner of Michigan and State Road 39 on the northeast and northwest sides of the street and one parking place has been eliminated. Doug indicated that there has been a complaint from the new shop owner on the east side of 39 concerning not enough parking. The Harbison's have talked to the homeowner on the southeast corner about buying his property but he wanted a stipulation that the house would not be torn down. The Gypsy Room will be operational soon but there is not projected opening date. David feels we should see how their business does and revisit the parking situation.

The clerk asked about the business sewage rate increase which is \$82.13 and indicated that she had asked before the ordinance was adopted if it could be changed to a flat rate of \$82, but nothing was done. We will get with Graham to see if an addendum to the ordinance can be passed before the new rates go into effect in March of 2021.

John questioned the churches in town only paying a residential rate. A question about them being a nonprofit and if that has anything to do with their monthly

billing charge. We will look into see what other communities do and speak with our municipal advisor. Tabled.

Doug reported that our Small Town America nominee, Marlene Steegy, was not chosen and the town would have received a free marketing type website from CIVICPLUS if she had been chosen, but instead a 50% discount was offered to the town. David looked into the website offers and indicated that it was promising but expensive. It feels it is worth looking into but we would have to budget for it. He also questioned whether we need to steer everyone to our town website and away from Facebook for more town information and not just opinions. He did not see an email service included and indicated that the cost would be approximately \$3000 as compared to the \$1200 that we are spending now. There is a onetime startup fee of \$4000 and then a discounted monthly fee for the first year or two. Doug would like everyone to be thinking about who we want to nominate next year and that it can be anyone that is a benefit to our town.

#### New Business:

Rhonda Beck from the Wa-Pe-Ke-Way Chapter of the National Society Daughters of the American Revolution (NSDAR) which is the oldest woman's organization in the country, talked to the council about displaying military banners in our town. The price is \$110 and D & E Printing in Brownsburg does the printing. The banners would be put up on Memorial Day and stay up for one year. They can come down so Christmas banners can be displayed, but only if the organization knows they are being taken down, and the military banners need to be put back up in January. We will make sure of the number of brackets we have so they know how many banners we can accommodate. The families that wish to participate provide a photo for the banner and the banner go back to the family after the year is up. The town council gave its consent.

The yearly program maintenance from Keystone was signed by President Doug Bignell.

Doug would like to start a smaller version of a Chamber of Commerce to welcome people and businesses to Clayton. It would include a gift packet with information

about town council meetings, Lambert Park, etc. He also has talked to Minnie White, a past president of the Clayton Community Association, to try to get that organization started back up to get more people in the community involved. One way to fund the gift packet would be to have the businesses in town pay into a fund that would help purchase welcoming gifts. LeaAnn feels it would be beneficial to put something on our Facebook page to see who might be interested, a Level of Interest survey. Tabled

An inspection of the WWTP in October showed several unsatisfactory comments and George has already responded to the comments. 3 of the 5 comments had to do with I & I which is what GRW has been working on.

It was reported that Planning and Zoning needs new members. George Burnett has been on the board for 17 years and would like to find someone to take his place. The Board of Zoning Appeals also needs members. David will talk to a couple of his neighbors and Kevin Rollins is interested. Tabled

A transfer of funds was read transferring \$15,000 from Grant Fund Matches to Purchase and Renovation to pay for the new Town sign and \$2,400 from Court Costs to Purchase and Renovation to pay for new cameras at the town hall. David made a motion to accept Resolution 2020-14, LeaAnn 2<sup>nd</sup>. Motion carried.

George reported to the council that Planning and Zoning has approved a minor subdivision by Tony Murrain with 3 parcels. Michigan St. is the frontage road for the single family dwellings that will be built on 15,000 square foot lots and will be built to blend in with the look of the homes in Gilbert Woods. Planning and Zoning is recommending to the Town Council to approve the minor subdivision. John made a motion to approve the Murrain minor subdivision. LeaAnn 2<sup>nd</sup>. Motion carried.

George also reported that William and Della Darnell of 169 Crawford St are asking for a variance to increase their 2 car garage to a 3 car garage. The garage will be larger than their house which is the reason for the variance. With the recommendation from the Board of Zoning Appeals, David made a motion to accept the variance, LeaAnn 2<sup>nd</sup>. Motion carried.

George reported that the sewer plant has taken care of any deficiencies that the inspection showed and asked about him and Mindy's vacations that he questioned at the last meeting. The clerk has talked to the auditor and she also indicated that their contract says it is up to the council as to whether he can carry all weeks over or get vacation pay in addition to his normal pay. Tabled

Dan reported that we closed on the BAN on Tuesday. We have 3 claims to pay out of the BAN money. Baker Tilly: \$20,000, Barnes & Thornburg: \$25,500 and Bose, McKinney and Evans: \$3,000. LeaAnn made a motion to pay these three bills from the BAN money, David 2<sup>nd</sup>. Motion carried. Bank account papers for the BAN money was signed by LeaAnn and Ginny and will be returned tomorrow.

PAMP Plan has been updated and submitted and approved by INDOT.

Dan sent a letter to INDOT requesting a flashing light at the school crossing on State Road 39 and was told there is no need for a flashing light. Matt is going to look into purchasing a LED rechargeable stop sign for \$300. INDOT indicated that we should have our police patrol the area, so Matt will make sure Lennon and Greb patrol more.

Doug would like to see speed limit signs on Kentucky. Matt will find a suitable spot and let Pete know where to put it. He did indicate that if a sign is not put up, the speed limit defaults to 30 MPH.

Dustin Moffitt, Fire Chief for FDLT reported that they have 2 new part time employees and they are purchasing a new ambulance with TIF money.

LeaAnn has a contest to create a seal for the Town. We will put it on the website, Facebook page and the December sewer bills. Entries must be the final product and no something that has to be upgraded with a December 31<sup>st</sup> deadline. She would also like to come up with something from Christmas, maybe a Santa's mailbox at the town hall and an organization that will reply to the letters. Matt suggested that some high school students might reply.

She would like the council and employees to be at the December meeting at 6:00 pm for individual and group pictures.

John would like to see the space between the fire department and the town garage blacktopped next year plus behind the fire dept. Dan will get the worst part patched.

By a consensus of the Town Council, the meeting was adjourned.

---

Date

---

Doug Bignell, President

---

John Culley, Vice President

---

LeaAnn Davis, Councilman

---

David Ernst, Councilman

---

Steve Swartz, Councilman

ATTEST:

---

Ginny McKamey, Clerk-Treasurer

MINUTES  
SPECIAL MEETING  
NOVEMBER 23, 2020  
6:00 PM

Doug Bignell called the special meeting to order. The Pledge of Allegiance was recited. John Culley was not in attendance.

Doug indicated that the reason for the meeting was a State Board of Accounts audit problem. He explained that the salary ordinance and the budget for the clerks pay for 2019 did not agree. The SBoFA has given the Town Council two (2) options.

1. The Council can amend the 2019 salary ordinance to agree with the budgeted amount with the ordinance indicating that the Clerks salary from the General fund would be \$22,744.80 and the budget amount in the General fund is \$23,945. Or,
2. They can ask the Clerk to pay back the \$1,200.

LeaAnn did not intend to give any raise at that time, has talked to Ryan Rash, the council president during her first year on the council and indicated that she has very uneasy feelings about the mistake.

David and Steve feel that it is a clerical error.

The clerk gave her explanation telling the council that the previous council agreed to pay her the amount that was paid the year before for cleaning since the cleaning lady had quit. She also indicated that the 2015 salary ordinance showed \$22,744.80. 2016 and 2017 salary ordinance included the extra \$1200 for a total of \$23,945, then 2018, 2019 and 2020 went back to the original amount of \$22,744.80. The mistake that was made came from using the wrong template for the salary ordinance and was a clerical error on her part. She did indicate that there is state statute saying that the pay of an employee or an elected official cannot be less than a previous year.

David Ernst made a motion to amend the year in question, 2019, and discuss the other years after we find out if the statute requires that no lesser amount of money can be paid than was paid in the previous year. Steve 2<sup>nd</sup>. Motion carried.

LeaAnn would like to revisit the 2021 budget concerning a cost of living raise for the Clerk. The 2021 budget gave a 3.5% increase across the board and Doug feels that everybody deserves and increase, this mistake notwithstanding. Steve and David agreed.

Graham will look into the question concerning the decrease in pay from one year to the next.

Doug feels the town council needs to be more hands on concerning Internal Controls and taking responsibility for transparency. It was also mentioned the auditor indicated that we need an

Internal Control policy to cover everybody's back. Doug would like the clerk and town attorney to get together to get an Internal Control policy written.

David Ernst stated that we as a council and town leaders we count on everybody to do their best. There is a level of responsibility for all involved and everything cannot be scrutinized. His opinion concerning the audit question is a clerical error.

With no other business to discuss, there was a consensus that the meeting be adjourned.

---

Date

---

Doug Bignell, President

---

John Culley, Vice President

---

LeaAnn Davis, Councilman

---

David Ernst, Councilman

---

Steve Swartz, Councilman

ATTEST:

---

Ginny McKamey, Clerk-Treasurer