

## COUNCIL MEETING (REGULAR)

August 7th, 2024

The Council of the Town of Monon met for a regular meeting on **Wednesday, August 7<sup>th</sup>, 2024**, at the Monon Town Hall. Members present were President Ken Hickman, Ron Benakovich, Toni Onken, Chris Franklin and Jamie Myers. Also present were Attorney Rebecca Trent, Town Marshal/Street Commissioner Roger Young and Clerk Treasurer Annette Sipkema.

President Hickman started our regular meeting @ 6:30 pm and led everyone in the Pledge of Allegiance followed by a moment-of silence.

### MINUTES, PAYROLL, BILLS & CLAIMS:

**Minutes:** President Hickman asked if everyone had a chance to review the Regular and Executive meeting minutes from July 3, 2024 and the Budget workshop meeting from July 10<sup>th</sup>, 2024. Ron Benakovich made a motion to approve the REGULAR and EXECUTIVE meeting minutes from July 3, 2024 and the BUDGET workshop minutes from July 10, 2024. Chris Franklin seconded the motion. The motion carried unanimously.

**Payroll, Bills & Claims:** President Ken Hickman asked if all members had reviewed the claims and payroll.

Jamie Myers made a motion to accept the bills – claims – payroll.

Toni Onken seconded the motion. The motion carried unanimously. **\$382,130.59.**

**MONTH END RECONCILIATION REVIEW / SIGN OFF:** President Hickman signed off on the July bank reconciliations. Council Members signed off on the July month end balances.

**VISITORS: JENILYNNE KYBURZ, Executive Director White County Area Plan,** presented Zoning Ordinance Amendment #A80. Director Kyburz explained that the amendment is to update the White County Floodplain Ordinance in order to continue to meet the National Flood Insurance Program requirements. This revision includes language to address an issue with machinery/equipment for residential buildings and regulations regarding manufactured homes. The proposed ordinance incorporates the minimum federal regulations governing community participation in the NFIP and state floodplain regulations regarding development in the Special Flood Hazard Areas (SFHA). Director Kyburz stated that there are properties on the south end of Monon that are within the SFHA. Toni Onken made a motion to approve Amendment A80. Ron Benakovich seconded. Motion carried unanimously.

**RAY GRIFFIN, RESIDENT,** inquired as to why the town does not require golf cart registration. Mr. Griffin is concerned if the carts operating on the streets are properly insured. Mr. Griffin also stated that based on the number of incidents he has witnessed that some residents are not aware of the rules. Mr. Griffin asked that the town consider implementing a registration requirement. Member Myers stated that he wanted to discuss this tonight and that he believes this is something that should be implemented. Marshal Young stated that many surrounding communities require registration. Marshal Young will get some information together to discuss at the next meeting. Mr. Griffin also expressed his dissatisfaction with the debris that is left behind after brush pickup.

**DIANE TRIBBETT, RESIDENT & PARK BOARD MEMBER,** stated that she is concerned for the safety of the kids walking along Park Rd to access the soccer field on the far west side of the park. Mrs. Tribbett stated that she is also concerned about the increase in road traffic and the speed that these vehicles are traveling. Mrs. Tribbett requested that a sidewalk be installed. Commissioner Young stated that installing a sidewalk would be the responsibility of the park board and suggested that she looks into grant opportunities such as DNR's Trail Program. Dianne also questioned if there was an ordinance regarding dead tree limbs that are hanging over the right of way/street. Commissioner Young responded that the ordinance states that it would be the responsibility of the property owner to have the limb removed.

### UNFINISHED OR DEFERRED BUSINESS:

**COMMONWEALTH ENGINEERING... GABRIELLE TABER** said that they have received the peak day flows that they needed and that the flows matched up with what they were expecting with the current condition of the plant. Gabrielle stated that Commonwealth wants to review the hourly peak flows and then they will schedule the meeting with IDEM. Commissioner Young stated that he was reviewing the construction plan and inquired if the reconstruction will include a new air/grit room. There is equipment in the room that needs repaired, but he is questioning how he should proceed. Gabrielle said she would have to check with Rob, but she does not believe that this (these) room are part of the reconstruction plan. Ms. Taber stated that they have received the IDEM permit for the Greenwood St expansion, but that they need to obtain a temporary easement for construction.

Attorney Trent stated that she would assist Commonwealth with the documents they need to obtain the easement. Once the easement is in place, the project will be ready to go for bid. Ms. Taber inquired if the council would want to advertise the project as one (Greenwood & Reconstruction Projects) or separately? Gabrielle said she does not need the answer tonight, just something the council should be thinking about. The council and Gabrielle discussed the different options.

**PROPERTY CLEAN UPS.... Marshal Young** stated that 518 Holly St has been cleaned up and that he is waiting on one final invoice. Once that is received, he will get the information to Attorney Trent for her to prepare the order for the cost associated with the clean-up. Marshal Young stated that there has been issues with large items not being picked up by Waste Management (WM). Commissioner Young prepared a list of these items for WM. WM has now collected all of these items, but missing large item pick ups that have been properly submitted is an ongoing problem. Commissioner Young created a list in English and Spanish for residents on what is acceptable as a large item pick up. Clerk Sipkema stated that when a resident comes in to request a large bag, the office staff emails WM directly to request pick up.

**FIRE & EMERGENCY SERVICES CONTRACT REVIEW.....Clerk Sipkema** stated that the contracts are to be reviewed annually to determine if any modifications are necessary. The council, Chief Garrett, Asst. Chief Tiede and Attorney Trent briefly discussed the current contract. Chris Franklin made a motion to keep the contracts as written. Toni Onken seconded the motion. Motion passed unanimously.

#### **STAFF REPORTS:**

**TOWN MARSHAL ROGER YOUNG...1)** stated that the department has been working towards completion of their firearms training. 2) a generator is needed at the new town hall. Attorney Trent mentioned that a grant may be available from the Dept of Homeland Security to assist with this purchase.

**STREET COMMISSIONER ROGER YOUNG....1)** The fine screen at the wastewater plant has been repaired. 2) Software has been installed for meter reading. Control heads will start to be installed in the near future. Once these are all installed, the meter information can be sent automatically by antenna and the laborers will no longer have to physically read each and every meter. 3) 10 spare meters have been ordered to replenish the supply at the plant. 4) The representatives from Core & Main inquired if the town utilized GIS to map their utility locations. Commissioner Young stated that this may be something the town should look into. 5) The new ¾ ton dumptruck should be completed in approximately 8 weeks. The town still needs a snow plow for the dumptruck and a broom for the skidster. 6) Commissioner Young would like to put the 2007 Chevy truck up for auction.

**CLERK-TREASURER ANNETTE SIPKEMA...1)** Budget Hearing has been moved to September 4<sup>th</sup>, 2024 @ 6:15 p.m. 2) C-T Sipkema reached out to Howe Agency to find out if they offer a policy that would provide a percentage of take-home pay for volunteer firefighters injured in the line of duty. Howe Agency provided C-T Sipkema with some information on AFLACC coverage. C-T Sipkema will continue to look into options for this coverage. 3) Chad Reynolds, Alliance of Rural Water, recently completed our 2023 Water Loss Audit. This audit showed a loss of 54,000 gallons of water. Chad Reynolds also provided the audit #'s from 2019, 2020 and 2021. The largest loss during that period was in 2020 when 27,000 gallons were reported. Mr. Reynolds stated that his next step would be to audit our 2022 water loss. The Staff will get the information together and contact Mr. Reynolds when it is ready. 4) C-T Sipkema requested that the Council reconsider approving Melton's Construction bid for the new door and ramp work in the amount of \$5,250.00. Previously, the council approved the ramp work, but not the door as there was concern that a replacement door may not meet ADA requirements. Attorney Trent reported at the last meeting that to meet the ADA requirements, the door needs to be at least 32" wide with no more than 5 lbs of pressure. C-T Sipkema has confirmed with Chris Melton that the replacement door will meet these req's. Toni Onken made a motion to accept the door replacement and ramp work quote in the amount of \$5,250. Chris Franklin seconded the motion. Motion carried unanimously.

**ATTORNEY REBECCA TRENT....** suggested that the right of way ordinance and permit requirement remain the same.

**COUNCIL MEMBER JAMIE MYERS...**inquired if there was any progress on getting gravel for the east side of the ditch at the park. Commissioner Young stated that he will reach back out to Mike Kyburz, White County Highway Dept since this is a county ditch. Member Myers also inquired if there were any grants available for equipment purchases. C-T Sipkema will reach out to Edwin Buswell, KIRPC, to find out what may be available to assist with the large purchases needed for the community.

Jamie Myers made a motion to adjourn the meeting.  
Chris Franklin seconded the motion. Motion carried.

The meeting was adjourned @ 7:44 pm.

The next regularly scheduled meeting will be on Wednesday, September 4<sup>th</sup>, 2024, immediately following the Budget Hearing.

COUNCIL PRESIDENT: *Ken Pichman*

COUNCIL VICE PRESIDENT: *Ronald Beck*

COUNCIL MEMBER: *Joni Drake*

COUNCIL MEMBER: *[Signature]*

COUNCIL MEMBER: *[Signature]*

ATTEST: *Annette Sykema*