

TOWN OF WORTHINGTON  
MEETING MINUTES FEBRUARY 14, 2023

Presented for approval MARCH 7, 2023

The Worthington Town Council met for the monthly meeting on 02/14/2023 at Town Hall at 6:00 PM. Members in attendance were Gerren Cullison, Brian Stoner, Tom Franklin, Kim Archer, Barry Hoover, Mindy Hoover, and Renie Powell.

Meeting was called to order by Gerren Cullison. Pledge was recited and Kim Archer offered a prayer.

Gerren Cullison welcomed the new Clerk Treasurer, Mindy Hoover who was sworn in January 13, 2023.

Motion to approve the minutes from the January meeting was made by Tom Franklin. Kim Archer seconded the motion. Motion carried.

Motion to approve and pay claims was made by Kim Archer. Barry Hoover seconded. Motion carried.

Street Department:

- Tim Edelman met with Duke about the streetlight on 3<sup>rd</sup> Street. They cannot add a shield to the existing light, so it will have to be updated to an LED light. Resident John Haton was present and pleased with the solution. A work order was submitted to Duke.
- Applications for the assistant's job were reopened to be advertised in the paper. Ad will run for 2 weeks ending March 8<sup>th</sup> with applications due by the 10<sup>th</sup>.
- Tim questioned the responsibility of property located outside the sidewalk. Board in agreement, that it is town property.
- The doors at the main lift station are rusting through and need to be replaced. Tim will look into it.

Police Department:

- Chief of Police Jacob Gambill reported 118 incidents last month. 42 traffic warnings and 9 citations.
- Michael McGough resigned from the police force. Jacob will post the job opening and will change wording of his job description to fit the opening. He leaves for the police academy soon, so he will keep it open until we get a qualified applicant. The reserve office and Jim O'Malley will help with coverage.
- Chief Gambill expressed concern about the number of items being paid for through Public Safety money. There is only \$7400 that is not encumbered left to be used for operating costs. He is concerned that the money is being used for non-Public Safety related expenses. The clerk will look at spending and make adjustments as needed.
- Jacob contacted a company called Gigtel to give us a quote on a VoIP telephone system. Gigtel representatives came and did a presentation. He along with Mindy Hoover, Barry Hoover, and Kim Archer were in attendance. Implementing this service can streamline our telecommunications and save the town between \$6,000-7,000 a year. By using the current line items in the budget to pay the monthly service fee, instead of PS LIT money, the police department can add that savings back into the unencumbered funds for police. Board agrees that town should go forward with this plan. Barry made a motion to sign the contract with Gigtel. Tom Franklin seconded the motion. Motion carried.
- Marilyn was consulted about making a resolution to keep future purchases from PS LIT payments be subject to the approval of the Police Chief. Tom Franklin said funds should be approved by board rather than Police Chief. Marilyn advised that the Clerk is responsible for all funds.

Mindy Hoover, Clerk Treasurer

- She reported that Wessler Engineering has requested drawings from the main left station. Tim said he would find the drawings.
- Mindy requests the town join AIM and Indiana League of Municipal Clerk treasurers. Permission was granted.
- Claims have been paid and almost caught up. Board granted permission to by bills out of cycle if they are an immediate need.
- The town has 7 different bank accounts. This is not common practice for accounting. The accounts need to be consolidated down to a town fund and a sewer operating fund. Jim Higgins will advise the best way to accomplish this.
- Terry Koontz asked if he could renovate his garage and turn it into a rental property. Since the town doesn't allow two dwellings on a single lot, this cannot be done.

Lorena Powell, Utility Clerk

- Renie will report monthly on the status of catching up with the delinquent sewer bills. Liens will be filed for anyone more than \$200 delinquent.
- She added a new business by looking at the sewer ordinance. Marilyn reported that the sewer calculations were changed a year or two ago and we need to look at the current rates. We will look for the most current ordinance and adjust accordingly. Marilyn will advise.

Marilyn Hartman:

- Ms. Hartman presented an amended Salary Ordinance to create the position of Utility Clerk and remove the position of Deputy Clerk. The hourly rate will be \$18 hours at 32 hours a week. Paid holidays and 8 sick and personal days will be granted. An extra hire position is added at the rate of \$18 per hour for persons with 3 or more years with the town and \$12 an hour for less than three years or persons hired for temporary help. This new position will be paid from the sewer Clerk will be paid from the sewer budget. Hours over 32, will be paid from the extra hire line of the general fund. She advised we need to adjust the employee handbook to make sure it is consistent with the Salary Ordinance regarding hours, wages, this new position. Tom Franklin made a motion to accept Ordinance 2023-02. Kim Archer seconded the motion. Motion carried.
- A new job description was created for the Utility Clerk position. Kim Archer made a motion to accept the new description. Brian Stoner seconded the motion. Motion carried.
- The State Revolving Fund and Wessler will be working to see if we qualify for the debt relief grant based. They will work to get this into the proposal.
- In order to change to a Police Department, we must adopt a resolution to dissolve the marshal system. A Police Commission must be created with 3-5 members with both parties represented, members must be citizens of the Town, terms must be staggered, and the Town Board will appoint members. Marilyn presented a draft of a resolution to establish this commission. All of this must be done before police officers can be admitted to the 1977 Police retirement fund. The commissions initial board members will be Tom Franklin, Brian Stoner, and Kim Archer.

Barry Hoover made a motion to adjourn the meeting. Kim Archer seconded the motion. Motion carried. Meeting adjourned at 7:33 PM.

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Gerren Cullison, President

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Melinda L. Hoover, Clerk-Treasurer