

**TOWN OF
DAYTON, INDIANA**

TOWN COUNCIL

**SETTLED:
1827**

**INCORPORATED:
1970**

**Minutes of
January 16th, 2024**

These minutes are not intended to be a verbatim transcript.
Audio of this meeting is on file in the Town Clerk's Office.

TOWN COUNCIL:

Joy Tischer, Town Board President
Rocky Richards, Town Board Vice President
Carla Snodgrass, Utility President
Leah Copas, Utility Vice President
Marc Buhrmester, Council Member

**CLERK-TREASURER:
Bridget Cadwallader**

Joy Tischer called the meeting to order.

Present at the meeting were Leah, Rocky, Joy, Marc, and Carla. Also present were clerk-treasurer Bridget, Marshall Taylor, Attorney Alicia Albertson.

BF&S:

Collin spoke about TSC's Dayton Elementary plan. He explained the task plan and the total amount of \$5,000.00 that TSC (Tippecanoe School Corporation) will reimburse the town. Bridget explained the process of receiving an invoice from BF&S, paying them, and invoicing TSC for reimbursement. Collin stated this is part of the town's development guide. Marc made a motion to hire BF&S to do the review plan for Dayton Elementary. Leah seconded the motion. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Reports:

Marc made a motion to accept the December 2023 Allowance Docket in the amount of \$45,207.80. Joy seconded. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Marc made a motion to accept the January 2024 Claims Docket in the amount of \$93,223.29.

Marc made a motion to accept the December 2023 Appropriation Report, Bank Rec, Fund Report, and Revenue Report. Joy seconded. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Minutes:

Marc made a motion to accept the minutes from the Town Council meeting on 12/28/2023 and the Special Meeting on 01/05/2024. Rocky seconded. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Clerk-Treasurer:

Bridget Discussed an error on a resident's account for an additional trash tote that the resident did not have, totaling \$20.00 over the course of four months. She asked for approval to credit the account the \$20.00. Joy made a motion to credit the account for \$20.00. Leah seconded the motion. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Marshal Taylor:

Marshal Taylor discussed the town's cellular plan. He mentioned Nates phone not working. He discussed the option for a cell phone stipend for himself, Evan, and Nate. He asked permission to

cancel Nate's cell service if the stipend's approved. This stipend is for their personal cell phones, so they do not have to carry two phones while working. Alicia explained the public access rules with texting and the difference between the police and Nate's cell phone text messages. Public comment from Linda Bell. She asked if the town gave a one time a year stipend for the cell phone, if the employee resigns, would they have to pay the money back? Further discussion between the attorney, council members, Nate, and Marshal Taylor regarding public access rules and the use of text messages. Leah made a motion to give a \$25.00 monthly stipend for cell phones to Nate, Deputy Marshal Evan Tislow, and Marshall Taylor. Rocky seconded the motion. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Marshal Taylor discussed shifts that were not covered last year. He asked for overtime pay for uncovered shifts. Alicia explained comp time and overtime. Marshal Taylor stated Evan currently receives flex time. Bridget verified. Public comment from Linda Bell regarding uncovered shifts. Further discussion regarding overtime and uncovered shifts amongst council members and the Marshall. Discussion of the new part time police officer was discussed and what possible open shifts he could cover. The council agreed to table this matter for the time being.

Marshall Taylor discussed the new police vehicle, and he has had a pre order in for one. There is no period as to when the new police vehicle will be able to be ordered. He was able to find a new Dodge Durango that could be immediately purchased. He discussed with the council pricing and selling the 2015. He discussed options for equipping the new vehicle. Public Comment from Doug Willis stating selling a vehicle outright verse trading it in is more cost effective. Further discussion regarding police vehicles amongst council members and Marshall Taylor. Marc made a motion to purchase the 2023 Dodge Durango for \$41,926.00 from Fletcher and take old equipment from 2015 to put on the 2023 along with the other equipment from Move Over Outfitters. Marc amended his motion to spend up to \$10,000.00 to equip the new vehicle and sell the 2015.

Marshal Taylor asked if the vehicle can be paid for before the claims docket being approved next month. Bridget explained the check writing and approval process. Carla made a motion to approve immediate payment to Fletcher Dodge Jeep Ram in the amount of \$41,926.00. Leah seconded the motion. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

New Business:

Alicia discussed the engagement letter, and the changes this year. Marc made a motion to approve the engagement letter from our town attorney. Carla seconded the motion. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Town Manager:

Marc asked Nate if the old truck has the same lights as what he is wanting to put on the new truck. Nate discussed the lights, graphics, and pricing from the different vendors.

Further discussion regarding this matter between the council and Nate. Joy made a motion to approve no more than \$2988.44 to Move Over Outfitters. Carla seconded the motion. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Website:

Joy explained the quote and details of what it offers from Municipal Impact. There is a one-time set up fee of \$499.00 and an annual subscription fee of \$945.00. Marc made a motion to accept the quote from Municipal Impact in the amount of \$1444.00. Leah seconded the motion. Roll call vote. Leah-yes, Rocky-yes, Joy-yes, Marc-yes, Carla-yes. Passes 5-0.

Live Stream Quote:

Joy met with Brand regarding details of livestreaming meetings. She discussed the quote from last month's meeting from AV Pro LLC. The council decided to table this agenda item.

Old Business:

Re keying town facilities. The police barn has been rekeyed and the back door code has been changed. Joy and Bridget compared keys on hand to Haleys report of keys. The report and keys on hand match. The maintenance barn door and rekeying it was discussed. Changing the door with a residential lock or changing out the core to make the key non-reproducible was discussed. At this time, the council made the decision not to rekey anything due to the camera systems that are installed.

Utility Clerk:

Joy discussed the hiring process for a utility clerk, and the number of applications we have, Alicia explained the council could appoint a committee to hire a utility clerk. Leah made a motion for Joy, Carla, and Bridget to hire a utility clerk. Marc seconded the motion. Roll call vote. Leah-yes, Rocky-no, Joy-yes, Marc-yes, Carla-yes. Passes 4-1.

Certified Water Operator:

Carla stated they are still working on the job description.

Redevelopment Commission:

Alicia explained the process of appointing members to the RDC.

Public Comment:

Doug Willis spoke of key control with the insurance company if there were any issues with the barn.

Joy adjourned the meeting.

Attest:

Bridget Cadwallader

Clerk-Treasurer

Minutes prepared by Bridget Cadwallader