

 ORIGINAL

**TOWN OF  
DAYTON, INDIANA**

**TOWN COUNCIL  
Telephone Meeting**

**SETTLED:**

**INCORPORATED:**

**Minutes of  
January 11, 2021**

These minutes are not intended to be a verbatim transcript.  
Audio of this meeting can be found at [Dayton.in.gov](http://Dayton.in.gov).

**TOWN COUNCIL:**

Jen Manago, Town Board President  
Stan Kyger, Town Board Vice President  
Ron Koehler, Utility President  
Carla Snodgrass, Utility Vice President  
Ashley Stevenson, Council Member

**CLERK-TREASURER:**

Michelle Frewerd C/T

Board President Jen Manago called the meeting to order. In attendance on the phone were: Council Members Carla Snodgrass, Stan Kyger, Ron Koehler and Ashley Stevenson. Also present were Clerk Treasurer Michelle Frewerd, Town Attorney Reid Murtaugh, Mark Harlow and Marshal Taylor.

Jen Manago stated that all the departments will be kept the same.

Unfinished business to carry over to 2021 – separation of utility office, utility rate study is a priority. Voting district ordinance and employee handbook that require legal work have been delayed because so many unnecessary things have used up our legal budget. Also on the radar – a comprehensive plan for the town.

**Attorney:**

Reid went through December usage report for attorney hours. 2019 total hours were 165.43. Total of 2020 hours were 213.75.

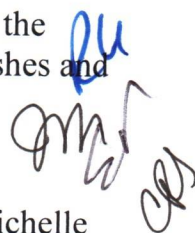
**New and Old Business:**

New TIF area- Jen was looking over new redevelopment guide. Jen stated that they changed it and from her understanding you can TIF residential area if there is a certain increase in population. Reid stated that he looked into it and there are still the same requirements for a TIF area. He believes that we are a little too late to TIF the area where Baker Farms is but will ask other people for confirmation.

Ashley Stevenson stated that we gave up 300 acres of TIF against his wishes. Ron stated that the plan was for us to TIF, Annex and Rezone the land, and the owners rezoned it against our wishes and took it out of our control.

**Claims:**

Jen Manago asked why Jeff Schelle was on the claims sheet and not the allowance docket. Michelle claimed she had been told that timecards turned in late had to be paid with a vendor check. Jen made a motion to approve the Allowance Docket for 12/01/2020-12/31/2020...Stan Kyger seconded the



motion...carried roll call vote 5-0.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-Yes

Jen Manago-Yes

Jen Manago stated that the council could not approve the claims docket because our internal controls ordinance had not been followed. The invoices and supporting documents haven't been uploaded to a shared file. The reports can't be approved until they get them all in a format they can open. They also have 22 minutes that Michelle sent all at once that they edited and they are still missing a few.

Jen called a meeting for January 25, 2021 at 6pm to approve reports and minutes and approve claims they haven't had for 5 days.

Jen Manago made a motion to approve invoice #744 from Murtaugh Law for \$3188...Ron Koehler seconded the motion...carried roll call vote 5-0.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-Yes

Jen Manago-Yes

### **Marshal Taylor:**

Activity Report

Covid-19 update-officer tested positive and currently at home.

Sewer work that was approved previously, was completed and everything seems to be running smooth.

Policy Manual change- Asked the council to consider changing the wording regarding vacation for a full-time deputy.

Requested to allow sick days to be rolled over and to be able to accumulate up to 20 days. Ashley Stevenson stated that these changes should also be made for Mark. Ron stated that he does not think so, just because they change it for one department does not mean they give it to another.

Was contacted by a blood bank about holding a blood drive in Dayton. Suggested it being held in the parking lot of Town Hall. The board stated they were in approval of Marshal Taylor moving forward with setting it up.

### **Clerk-Treasurer:**

Michelle addressed the comments made by Jen stating that she has not provided the documents to the council. Michelle stated that she had printed the 100 pages and put them on the back table. All the AVP's and invoices have been on the back tables for months or at least a month. Jen asked why not push scan instead of copy.

### **Council Comments:**

Ron- Asked if there were still checks in the safe that have not been approved by the board that she has not been sent out. Michelle stated that yes there was and that she was getting calls from Vendors for past due bills for checks that are sitting in the safe waiting to be approved.

Ron stated that Michelle had emailed everything before. Once was in 86 different emails but at least she sent them. Then she demanded we come up and come up and scan them ourselves, then she refused to give

Handwritten initials: JM, CS, and RH.



them to us to scan.

Jen- Stated that her not coming into the office has to do with the way that Michelle speaks to the council and does not want to subject herself to that kind of behavior and language. Why would anyone want to.

**Jen Manago adjourned the meeting.**

Attest:

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Michelle Frewerd

gm  
sh  
RL  
CS