

**TOWN OF
DAYTON, INDIANA**

**TOWN COUNCIL
Telephone Meeting**

SETTLED:

INCORPORATED:

**Minutes of
February 8, 2021**

These minutes are not intended to be a verbatim transcript.
Audio of this meeting can be found at 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.

Attorney:

UZO Amendment #99 Solar Energy Systems- will handle at the next meeting because Michelle didn't make packets so no one got copies.

January 2021 13.2 hours for Reid at \$200 per hour, 16.5 hours for Kayla at \$190 hour. Most of the hours were used for the separation of the Utility Office.

Reid addressed meeting minutes approving and amending. Prepared minutes can be changed before approval, once approved they are amended if changes are required.

Redevelopment Commission Appointments:

Council President: Jen Manago selects Nancy Oswalt, Vicki Beavers and Marc Buhrmester.

Ashley Stevenson, Ron Koehler, and Jen Manago stated that they would like to see Larry Hyser and Steve Schuhle continue to serve. Ron Koehler made a motion to have Larry Hyser and Steve Schuhle continue to serve on the Redevelopment Commission...Ashley Stevenson seconded the motion...carried roll call vote 5-0.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-Yes

Jen Manago-Yes

Allowance Docket: Will approve at different meeting because they just got the docket and timecards this morning.

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CRS

Claims:

Jen Manago stated that they didn't have a claims docket from Michelle but there are claims they've had for 5 days or more that can be approved. These were obtained from the vendor or Scott or Mark.

Individual APV's will need to be signed since they're approving them individually.

Jen Manago made a motion to approve invoice #214130 from Alpha Business Technologies for \$475...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

Jen Manago made a motion to approve invoice #33821 from Auto Diagnostics for \$314.18...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

Jen Manago made a motion to approve invoice #771 from Murtaugh Law for \$5775 and invoice #772 for Murtaugh Law for \$80...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

Jen Manago made a motion to approve invoice #6059176 from Raisor Ford for \$551.37...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

Stan Kyger made a motion to approve invoices from September 2020 to January 2021 for \$19 each from Go to Meeting for \$95 submitted by Jen Manago...Ron Koehler seconded the motion...carried roll call vote 4-0.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-Yes

Jen Manago-Abstained

gm sk cps

Approval of Reports and Minutes:

Will approve at the next meeting. Michelle had sent some things yesterday and this morning but that didn't work for this meeting. Council has the December appropriation, fund, revenue and bank rec, so as soon as they get the closed check register they'll get those approved.

They have not received the January 2021 appropriation, revenue, fund, bank rec, or closed check register.

They do not have the minutes for the November 9 Utility board meeting, the November 9 Town Council meeting, the November 23 Special meeting, the December 14 Utility Board meeting, December 14 Town Council meeting, the December 21 Year End Meeting, the December 29 Bill Approval, the January 11 Utility Board meeting, January 11 Town Council, the January 25 Special meeting, or the February 2nd Special meeting.

Separation of Offices:

Jen Manago stated that the final votes on the ordinance changes which would allow the posting of the utility clerk position, and the ordinance has been posted on the website since we got it.

Jen Manago made a motion to wave formal reading for Ordinance 2021-1 Appointment 32.051...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 made a motion to adopt Ordinance 2021-1 Appointment 32.051...Stan Kyger seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-No

Jen Manago-Yes

Jen Manago made a motion to wave formal reading for Ordinance 2021-2 Solid Waste and Disposal 51.10...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 made a motion to adopt 2021-2 Solid Waste and Disposal 51.10 ...Stan Kyger seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-No

Jen Manago-Yes

Jen Manago made a motion to wave formal reading for Ordinance 2021-3 Tap Permit 52.06...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 made a motion to adopt Ordinance 2021-3 Tap Permit 52.06...Stan Kyger seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-No

Jen Manago-Yes

Jen Manago made a motion to wave formal reading for Ordinance 2021-4 Disconnection 52.14...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 made a motion to adopt Ordinance 2021-4 Disconnection 52.14...Stan Kyger seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-No

Jen Manago-Yes

Jen Manago made a motion to wave formal reading for Ordinance 2021-5 Rates and Charges 52.17...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 made a motion to adopt Ordinance 2021-5 Rates and Charges 52.17 Stan Kyger seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes

Stan Kyger-Yes

AM RM SW CP

Carla Snodgrass-Yes
Ashley Stevenson-No
Jen Manago-Yes

Jen Manago made a motion to wave formal reading for Ordinance 2021-6 Salary Ordinance Non-Elected Officials...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 made a motion to adopt Ordinance 2021-6 Salary Ordinance Non-Elected Officials...Stan Kyger seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes
Stan Kyger-Yes
Carla Snodgrass-Yes
Ashley Stevenson-No
Jen Manago-Yes

Jen Manago made a motion to wave formal reading for Resolution 2021-7 Establishing Policy for the Management, Administration, and Operation of the Municipal Waterworks and Municipal Sewage Works of the Town of Dayton...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




Jen Manago made a motion to adopt Resolution 2021-7 Establishing Policy for the Management, Administration, and Operation of the Municipal Waterworks and Municipal Sewage Works of the Town of Dayton...Ron Koehler seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes
Stan Kyger-Yes
Carla Snodgrass-Yes
Ashley Stevenson-No
Jen Manago-Yes

Utility Clerk:

Jen Manago made a motion to delegate the billing and collection of the utilities to the Clerk-Treasurer until a utility clerk is established...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

Michelle clarified with the council that she is responsible until a utility clerk is hired and a meeting is called for the council to vote on delegating the responsibilities to the utility clerk.

Jen Manago made a motion to allow the Utility President to post the Utility Clerk posting on Facebook, the town website and any other place the utility board see fit and to allow for resumes to be submitted until Wednesday, February 17th at noon...Ron Koehler seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-No

Jen Manago-Yes

Jen Manago called an executive meeting for Monday, February 22 at 6pm to review applications, an Executive Session Tuesday, February 23 at 6pm to have interviews for a utility clerk and a special open meeting on Tuesday, February 23 at 730pm to vote to hire a utility clerk.

Jen Manago made a motion to hire outside consultant, Keystone, to train the utility clerk and see oversight of the Utility Office at the cost of maximum of \$5000...Stan Kyger seconded the motion...carried roll call vote 4-1.

Ron Koehler-Yes

Stan Kyger-Yes

Carla Snodgrass-Yes

Ashley Stevenson-No

Jen Manago-Yes

Marshal Taylor:

Activity Report

Update on yearly stats for 2020

Update on Covid shots and handling crimes

Caliber Report Management Software/Mobile Data Software- Began update in December 2020 and is continuing to do so. Cost has been currently zero, may change as update continues.

Vehicle Maintenance- 2015 Ford had major repairs last month, working with Ford to get help with the costs of repairs since it just got out of powertrain warranty.

Council Comments:

Jen- Explained why the agenda was long and how it works regarding the process of getting the packets. Every month this council and past councils have received a packet with the claims docket, adjustment report, allowance docket, appropriation report, fund report, revenue report, minutes, any UZO amendments, etc etc. It's the same every single month. We have an ordinance that says the council should have these things 5 days before a meeting in a shared folder online. Things that couldn't be voted on tonight were because Michelle didn't get them to the council and has nothing to do with when the agenda is posted. These are things that are the same every month.

gm
[Signature]
CPS

Jen Manago adjourned the meeting.

Attest:

Michelle Frewerd
Clerk-Treasurer

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