

**Memorandum of the Yorktown Town Council**  
**Work Session**  
**Monday, March 13, 2023, at 5:30 p.m.**  
**Yorktown Town Hall**

**In attendance:**

Bryan Smith  
Carolyn Gant  
Nanci Perry  
Rick Glaub  
Marta Guinn

Chase Bruton  
Maura Hoff  
Erin Hurley  
Maura Hoff  
Jason Gasaway

Town Manager Chase Bruton presented the Pavement & Surface Evaluation and rating report and discussed the factors that determine the need for resurfacing.

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**President**

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**Prepared by**

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**Attest: Clerk Treasurer-Lance Turner**

**Minutes of the Yorktown Town Council**  
**Regular Meeting**  
**Monday, March 13, 2023, at 6:00 p.m.**  
**Yorktown Town Hall**

**Call to Order, Pledge of Allegiance, Roll Call:**

<b>Bryan Smith</b>	<b>Carolyn Gant</b>	<b>Nanci Perry</b>	<b>Rick Glaub</b>	<b>Marta Guinn</b>	<b>Nicole Rector</b>	<b>Jason Gasaway</b>
Present	Present	Present	Present	Present	Absent	Present

**Approval of Claims-** Marta Guinn motioned to approve claims totaling \$1,228,820.73. Bryan Smith seconded and the motion passed 7-0.

**Approval of February 21, 2023, Work Session Memorandum and Council Meeting Minutes-** Nanci Perry moved to approve the Memorandum and meeting minutes. Marta Guinn seconded.

**Comments were made from the Floor by the public.**

**Unfinished Business:** None.

**New Business: 1) Additional Appropriation Resolution 2023-3 -** It has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget. The following additional sums of money are hereby

appropriated out of the funds named and for the purposes specified, subject to laws governing the same.

ARP Coronavirus Local Fiscal Recovery Grant Fund (2402).

Major Budget Classifications: 2023 Community Assistance Appropriations-Home Rule Fund

Amount Requested: \$112,700

Amount Approved by Fiscal Body: \$112,700

Funds noted above are available for additional appropriation via the approved use of CARES Act funds by the Indiana Finance Authority and the State Board of Accounts.

Rick Glaub motioned to approve the resolution. Nanci Perry motioned to approve. Carolyn Gant seconded the motion and it passed with no objections.

**2) Civic Green Lawn** - The lawn areas of the Civic Green take a lot of wear and tear and also don't have the best soil qualities for healthy grass growth. This is a renewal of an existing contract from the past few years with Certified Consultants for the continual health of the Civic Green grounds. It includes an irrigation system audit in the early summer and in the fall, daily/weekly remote system monitoring, and a soil amendment development process. This contract is vital to keeping the Civic Green healthy. This contractor has worked closely with Jay Crew in the past to ensure all amendments to the lawn treatment occur. Cost to be paid from Park: \$7,409.00. Nanci Perry motioned to approve and Carolyn Gant seconded. The motion was unanimously approved.

**3) Landscape and Irrigation Maintenance** - After reviewing the quotes submitted, Town Manager, Chase Bruton, recommend keeping Jay-Crew for the Civic Green, the sprinkler system at the Sports Park, and the I-69 signage landscaping. Their quote wasn't the lowest, but the difference between Jay-Crew and the closest bidder was negligible. This recommendation is due to their knowledge of the sprinkler system, as well as their experience working seasonally with our horticulture specialist at the Civic Green. Cost to be paid from Park (\$11,623.04) and MVH (\$14,077.00). Nanci Perry moved to approve. Marta Guinn seconded and the motion was approved without dissent.

**4) Downtown Flower Pots** – Quotes were solicited quotes for the planting, watering, and maintenance of the concrete flower pots along the streets in downtown. Westwind Farm and Fiber submitted the lowest quote of \$12,000.00 to be paid from MVH. They are a local family business. Marta Guinn motioned to approve and Carolyn Gant seconded. The motion passed without opposition.

**5) Cemetery Mowing** – The previous cemetery mowing contractor is no longer in business so we need to find a new company to maintain the Yorktown Cemetery and the McKinley Cemetery. Quotes were requested. Lawn Gator Mowing & Landscaping provided the lowest quote. \$175/mow + \$50/mow Cost to be paid from Cemetery. Marta Guinn moved to approve. Nanci Perry seconded and motioned passed 7-0.

**6) Tree Removal** - There are two trees in Morrow's Meadow and one tree in McKinley Cemetery that are dead or dying and need to be removed. They are too big for our staff to remove and require specialized equipment and expertise. Josh Newsome has provided the attached quote for removal of the three trees. \$7,500.00 Cost to be paid from Cemetery Operating and Park Repairs & Maintenance. Nanci Perry motioned to approve the quote.

Carolyn Gant seconded and Bryan Smith abstained. The motion was approved with no objections.

**7) Tractor Purchase** - The John Deere 5200 tractor we use for mowing the park is in need of major repairs. Reynolds Farm Equipment has diagnosed the issues and has provided an estimate of over \$10,000 for the needed repairs. The value of the existing tractor does not warrant an investment of this amount. Reynolds Farm Equipment has provided a quote for a new John Deere 5050E utility tractor. We had discussed trading in the old JD 5200, but the trade-in value is only \$700 so Tim Caldwell would like to keep it as a back-up. \$30,725 Cost to be paid ARPA funds designated for Park equipment. Bryan Smith motioned to approve. Marta Guinn seconded and the motion passed with uncontested approval.

**8) Wastewater** - The control panel of the WWTP lift station located at CR 600W is obsolete and can no longer be repaired due to the unavailability of replacement parts. George Kane and Don Johnson have been working with Frakes Engineering to upgrade the control panel and system with all new updated controls. \$21,868.00 Cost to be paid from Sewer Depreciation. Jason Gasaway motioned to approve the upgrade. Bryan Smith seconded and the motion was approved with no objections.

**9) Water Department** - Well #4, near Nebo Road, is in need of cleaning and repair. It has had no maintenance since it was brought on line in 2006. After performing a video inspection, Peerless Midwest provided the attached quote which includes well cleaning and pump replacement. This is normal, typical maintenance for wells. \$44,510 Cost to be paid from Water Depreciation. Nanci Perry moved to approve. Marta Guinn seconded and the motion passed without dissent.

#### **Departmental Reports:**

1. Fire Chief – David Boone updated the council on the Chevy pickup truck that has been stuck in Canada, there is still no timeline on when that will be delivered. The other two truck that they put in for has experienced some delay and have yet to start production. There is also no timeline on when those will be done. They are still receiving requests for smoke detectors so they are working through those as they come in. A new class will be starting April 18<sup>th</sup>, they are trying to do a big push to get anyone in who may show an interest so that they do not have to wait till the next class.
2. Town Manager – Chase Bruton had nothing additional to add other than he is still trying to find his way around. He has been trying to attend as many local government meetings as possible.

**Comments were made by Town Council Members.**

**Adjournment:**   6 :22   p.m.

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**President**

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**Prepared by**

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**Attest: Clerk Treasurer-Lance Turner**