

**Memorandum of the Yorktown Town Council**  
**Work Session**  
**Monday, March 17, 2025, at 5:30 p.m.**  
**Yorktown Town Hall**

**In attendance:**

Bryan Smith  
Carolyn Gant  
Nanci Perry  
Jason Gasaway  
Marta Guinn

Nicole Rector  
Chris Greene  
Chase Bruton  
Erin Hurley  
Kristin Robinson

Kyleigh Van Pelt  
Maura Hoff  
Staff and Community Members

The topics discussed included the annual TIF report presentation and establishing a local wheel tax to meet Community Crossings Grants requirements.

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**President**  
**Jason Gasaway**

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**Prepared by/Attest**  
**Clerk Treasurer-Lance Turner**

**Minutes of the Yorktown Town Council**  
**Regular Meeting**  
**Monday, March 17, 2025, at 6:00 p.m.**  
**Yorktown Town Hall**

**Call to Order, Pledge of Allegiance, and a moment of silence was held for the passing of Yorktown High School teacher Michelle Thornburgh.**

**Roll Call conducted by Kyleigh Van Pelt:**

<b>Bryan Smith</b>	<b>Carolyn Gant</b>	<b>Nanci Perry</b>	<b>Jason Gasaway</b>	<b>Marta Guinn</b>	<b>Nicole Rector</b>	<b>Chris Greene</b>
Present	Present	Present	Present	Present	Present	Present

**Approval of Claims** – Nanci Perry moved to approve claims totaling \$1,363,083.60. Bryan Smith seconded and the motion passed with uncontested approval.

**Approval of February 10, 2025, Work Session and Council Meeting Minutes** – Marta Guinn motioned to approve the meeting minutes. Carolyn Gant seconded and the motion was unanimously approved.

**Annual TIF Presentation** – Adam Stone from Stone Municipal Group.

**Public comments were not made from the Floor.**

**Public Hearing: Amending Taxing Districts Ordinance 862** – President Gasaway opened the public hearing at 6:06 p.m. President Gasaway referenced the tax rate

comparison as it related to a property at 8081 W CR 200 S. The residents were seeking to connect to the town sanitary and sewer services and were seeking a change from the rural tax rate to the urban town tax rate to pay for the services. Replying to questions from Council Member Chris Greene, Town Manager Chase Bruton explained that the residents requested the change and would be installing their own lines and lift station that would connect to the nearest town sewer lines. Carolyn Gant asked for further clarification and Town Manager Bruton explained that the residents did not want a septic system. Having received no comments from the floor, President Gasaway closed the public hearing at 6:09 p.m.

**Unfinished Business: 1) Ordinance 860 – Municipal Wheel Tax (Second Reading).**

Nanci Perry moved to table the ordinance until the next council meeting to provide for the State Legislature to approve and sign the bill. Marta Guinn seconded. President Gasaway and Manager Bruton explained that there would be one tax for all township and town residents or a county wheel tax. The motion passed without dissent.

**2) Ordinance 861 – Reestablishing Cumulative Fire Capital Fund (Second Reading).**

Marta Guinn motioned to reestablish the Cumulative Fire Capital Fund. Chris Greene seconded and the motion passed without opposition.

**New Business: 1) Ordinance 862 Amend Urban and Rural Taxing Districts**

**(Introduction)** – Bryan Smith moved to introduce the ordinance to amend the Urban and Rural Districts to add three parcels to the existing consolidated urban area. Carolyn Gant seconded and the motion passed 7-0.

**2) Town Council acknowledgement of TIF Report.**

**3) Approve Wellness Program PTO Benefit** – Nanci Perry motioned to approve an additional day off for employees who achieved the maximum pay-out in the employee wellness program. Carolyn Gant seconded and the motion passed with no objections.

**4) Approve WWTP Controls Upgrade** – Bryan Smith motioned to accept the quote in the amount of \$11,785 from Toric Engineering to customize a software program to regulate the pumping of non-potable water within the WWTP because the system is failing. Chris Greene seconded and the motion passed with uncontested approval.

**5) Approve WWTP Lift Station Pumps Purchase** – Marta Guinn moved to approve the purchase of two spare pumps for the I-69 lift station and the Woodland Gardens lift station at a cost of \$13,927.50 to be paid from WWTP Collection/Repairs Equipment, appropriation 6203 001 340. Bryan Smith seconded and the motion was unanimously approved.

**6) Jackson Street Drainage Improvement, Supplemental Agreement No. 1** – Nanci Perry motioned to approve the supplemental agreement with BF&S for design, utility coordination, drawings, estimates, bidding, and construction inspection of the project to correct flooding and drainage problems along West Jackson Street in Commack. Marta Guinn seconded and the motion passed without dissent. Chase Bruton added that he approached the Delaware County Redevelopment Commission for assistance with the project but the proposal was tabled.

**7) Approve YPD Vehicle Purchase** – Chris Greene motioned to approve the purchase of a 2025 Tahoe that would include the cost of equipping the vehicle for law enforcement purposes in the amount of \$61,281.94. Marta Guinn seconded and the motion passed without opposition.

**8) Approve YFD Tools Purchase** – Marta Guinn moved to approve the purchase of battery powered spreader and cutter tools after a trade in discount at a cost of \$22,417 to be paid from the Cumulative Fire Machinery Equipment & Vehicles, appropriation 410 001 444. Carolyn Gant seconded and the motion passed 7-0.

**9) Approve YFD Mounting Brackets Purchase** – Marta Guinn motioned to approve the purchase of additional brackets to stabilize equipment in the truck at a cost of \$5,715 to be paid from Fire Repair & Maintenance Supplies appropriation 2500 001 223. Bryan Smith seconded and the motion passed with no objections.

**10) Approve Sewer Slipline Repair** – Nanci Perry moved to approve the quote from NuFlow Indy to install clay pipe from 8820 W Colony to the manhole at 8219 W Colony at a cost of \$48,800 to be paid from Sewer Repairs & Maintenance appropriation 6201 001 336. Marta Guinn seconded and the motion passed with uncontested approval.

**11) Approve Cemetery Mowing Contract** – Marta Guinn moved to approve the quote from Lawn Gator Mowing & Landscaping at a cost of \$350 per mow at the Elm Street and Isanogel Cemeteries to be paid from Cemetery Other Services & Charges appropriation 2205 001 339. Nancy Perry seconded and the motion was unanimously approved.

**Departmental Reports:** Fire Chief David Boone thanked the council for the new fire trucks, described a response to controlling a fire downtown, and bragged on the instructors for new hire training that involved four hours a night, two nights per week, for six months: Matt Pinter, Blair Webster, Nathan Morrow, Jay Warfel, Kara Tapp and others. Marshal Kurt Walthour reported that the new part time officer should be working shifts in a couple of weeks, announced that the National Night Out would take place August 12, 6-8 p.m., and that officers were fundraising to purchase items to be given away by raffle. Town Manager Bruton commended the water department for handling a water main break between Marsh and West Street. Deputy Clerk Treasurer Kristin Robinson requested a motion to approve a fire department claim for Salyer-Taylor in the amount of \$1,287.35 for service on a condenser fan. Nanci Perry motioned to approve the claim. Bryan Smith seconded and the motion passed without dissent.

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

**Adjournment: 6:34 p.m.**

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**President**  
**Jason Gasaway**

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**Prepared by/Attestation**  
**Clerk Treasurer-Lance Turner**