

**Memorandum of the Yorktown Town Council
Work Session
Monday, May 15, 2023, at 5:30 p.m.
Yorktown Town Hall**

In attendance:

Bryan Smith
Carolyn Gant
Nanci Perry
Rick Glaub
Marta Guinn
Nicole Rector
Jason Gasaway
Chase Bruton

Erin Hurley
Lance Turner
Kristin Robinson
Kyleigh Van Pelt
Tim Caldwell
George Kane
David Boone
Community Members

The topic of the work session were plans to build parks and trails.

President

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

**Minutes of the Yorktown Town Council
Regular Meeting
Monday, May 15, 2023, at 6:00 p.m.
Yorktown Town Hall**

Call to Order, Pledge of Allegiance, Roll Call:

Bryan Smith	Carolyn Gant	Nanci Perry	Rick Glaub	Marta Guinn	Nicole Rector	Jason Gasaway
Present	Present	Present	Present	Present	Present	Present

Approval of Claims-Marta Guinn motioned to approve claims totaling \$1,061,432.84. Nanci Perry seconded and the motion passed without opposition.

Approval of April 17, 2023, Work Session Memorandum and Council Meeting Minutes-Nanci Perry motioned to approve the memorandum and meeting minutes. Marta Guinn seconded and the motion passed 7-0.

Public comments were made from the Floor.

Public Hearing – Petition to Vacate Public Ways/ Unimproved Platted Alleys.
President Glaub opened the public hearing at 6:10 p.m. Joe Rhetts, representing Zina Bartle, described the location of the property and summarized the request for the Town to vacate the alleys. Jerry Davis, 8551 W Adaline St, requested that the property be vacated

and confirmed that the alley would become part of her property. President Glaub closed the public hearing at 6:23 p.m.

Unfinished Business: 1) Ordinance 835 Amending Ordinance 294 Violations

Bureau– Ordinance 835 changes the maximum amount that can be collected by the Town from \$25 to \$250. Nanci Perry motioned to introduce the ordinance. Carolyn Gant seconded and the motion passed with no objections.

New Business: 1) Ordinance 836 Vacate Alleys – Ordinance 836 vacated alleys east of Edith Street and north of Weller Street to property owners. Jason Gasaway motioned to introduce the ordinance. Bryan Smith seconded and the motion was unanimously approved. Bryan Smith motioned to suspend the rules for a second reading. Carolyn Gant seconded and the motion passed with uncontested approval. Jason Gasaway moved to adopt the ordinance. Bryan Smith seconded and the motion passed without dissent.

2) Ordinance 837 Amending Ordinance 471 Linda Davis Donation Fund - The Linda Davis Donation Fund has been dormant since 2006. The amendment to the fund allows new donations and widens the allowed expenditures to include Civic Green activities. Bryan Smith motioned to introduce the ordinance. Nanci Perry seconded and the motion passed without opposition.

3) Resolution 2023-05 Designating Outdoor Refreshment Areas – Resolution 2023-05 declares Morrows Meadow and Civic Green Parks outdoor refreshment areas to allow alcohol to be sold and consumed without fencing the area off. Bryan Smith moved to approve the resolution. Jason Gasaway seconded and the motion passed 7-0.

4) Resolution 2023-06 Disposal of Surplus Property – The splash pad at Memorial Park is not up to code and is not functioning. The staff at the Wastewater Treatment Plant would disassemble the pumps and control units and properly dispose of the parts. Jason Gasaway motioned to adopt the resolution. Carolyn Gant seconded and the motion passed with no objections.

5) Resolution 2023-07 Amending the Plan for Distribution of ARPA Funds – The ARPA spending resolution has \$495,458.65 that has not been allocated. The resolution dedicated \$250,000 to the Redevelopment Commission for downtown development and \$245,458.65 to parks and recreation improvements such as trails, parks, and/or equipment. Nanci Perry moved to adopt the resolution. Marta Guinn seconded and motioned passed with uncontested approval.

6) Approval of Town Construction Standards – Yorktown construction standards had not been updated since 2006 or 2007. BF&S, the department heads, and E&B paving updated the standards. Nanci Perry moved to adopt the construction standards. Marta Guinn seconded and the motion was unanimously approved.

7) Approval of Staff Performance Evaluations – Town Manager Chase Bruton presented the evaluation of staff performance form used by the Yorktown Police Department to be implemented on a quarterly basis for record keeping and disciplinary matters. Marta Guinn motioned to approve the evaluation form. Bryan Smith seconded and the motion passed without dissent.

8) AEP Land Lease Agreement – AEP/Indiana Michigan Power has donated land parcels at 0, 1100, 1104, and 1108 S Nebo Road (East of Nebo Road between Nebo Road and River Road) to be used for a park to be maintained by the Town. Jason Gasaway moved to approve the agreement and have the Town Manager execute the lease once it has been approved by Legal Counsel. Nanci Perry seconded and the motion passed without opposition.

9) Fireworks Expense Approval – The Yorktown Farmer’s Market did not receive accreditation as a 501c3 organization. The funds set aside for the Farmer’s Market would instead be used to fund fireworks, port-o-lets, handwashing stations, dumpsters, and other festival expenses. Marta Guinn motioned to approve the expenditures. Carolyn Gant seconded and the motion passed with 7-0.

10) Nebo Road Park Design – Flatland Resources presented a quote that included a phase for park design and a phase for a Land Water Conservation Fund grant application totaling \$16,360 to be paid from ARPA park funds. Nancy Perry moved to accept the quote. Bryan Smith seconded and the motion was unanimously approved.

11) Parks Master Plan Update – Flatland Resources submitted a quote to update the Park Master Plan that was originally completed in 2006 and expired in 2022. The Plan should be updated to DNR guidelines every five years. The cost of \$23,070 would be paid from ARPA park funds. Nancy Perry motioned to approve the plan. Carolyn Gant seconded and the motion passed without dissent.

12) Trail Feasibility Study – Flatland Resources submitted a quote that included a phase for trail feasibility and a phase estimating for a professional engineer, and a phase to write a Next Level Trails Program grant application. Jason Gasaway moved to approve the study. Marta Guinn seconded and the motion passed without opposition.

Water/Waste Water/Storm Water: 1) WWTP Sludge Pump Parts Purchase – Nancy Perry moved to approve the purchase. Marta Guinn seconded and the motion passed 7-0.

2) WWTP Fan Press Control Cabinet Purchase – George Kane requested the purchase of an air conditioning system to cool the electronic cabinet for \$9,800. Jason Gasaway moved to approve the purchase. Carolyn Gant seconded and the motion was approved with no objections.

3) Water Service Line Inventory – On behalf of the Water Department, Erin Hurley presented a quote from 120Water to complete a Lead Service Line Inventory required by the Environmental Protection Agency in the amount of \$14,450 to be paid from an Indiana Finance Authority Grant or from ARPA Funds. Jason Gasaway moved to approve the quote. Marta Guinn seconded and the motion passed with uncontested approval.

Departmental Reports: Fire Chief Boone disclosed that the apparatus on order is not on the assembly line yet, that Chevy 2500 on order was destroyed instead of delivered, and to keep in mind those who were close to Delaware County EMS member Kurt Mathews who recently passed away. Officer Harless stated that the police officers had exceeded the minimum amount of training required by the State and outlined the various training sessions for the police officers including C.I.T training, EVOC training on May 25, and Active Shooter Training June 1 and June 15-16. Councilmember Guinn pointed out that

the last day of school for YCS was May 25. Town Manager Bruton commented on the Mad Hatter event, thanked everyone who helped out, and mentioned the Summer Concerts. Clerk Treasurer Turner stated that the Yorktown Municipal Code empowers the CT to hire two employees, publicly thanked Saydee Peck for her service to the Town, and introduced the two new deputies, Kristin Robinson and Kyleigh Van Pelt. The Clerk Treasurer also requested permission for special claims to With the Keys in the amount of \$1,000, Yorktown Chamber of Commerce in the amount of \$2,834.43 for tent rental, Westwind Farm and Fiber in the amount \$3,000 for potted plants along Smith Street, and Martin Tire Company on behalf of the Fire Department for \$257.50 totaling \$7,091.93. Marta Guinn moved to approve the claims. Bryan Smith seconded and the motion was unanimously approved.

Comments were made by Town Council Members.

Adjournment: 7:00 p.m.

President

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