

*Town of Silver Lake
Council Public Meeting Minutes
Silver Lake Town Hall
November 8, 2023
7:00pm*

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL:

ELECTED OFFICIALS

Hugh Murfin, Nichole Taylor, Jean Weller, Tonya Conley

DEPARTMENT HEADS

Jason McGlennen came in late, Joey McNeal, John Conley was absent.

TOWN ATTORNEY

C. Austin Rovenstine

III. Guest

▪ *Sara Huss, DLZ Project Manager, ADA Transition Plan*

Sara spoke about the American Disability Transition Plan. The Federal Highway in collaboration with INDOT are the enforcers of the ADA, civil rights, and a protected categories with services and amenities the town has. A transition plan was drafted and a call for public input was received, and most complaints were regarding the front entry of Town Hall. Estimates of \$395,000.00 in improvements need to be completed over the next twenty to thirty years. The Town Hall and Rambler Park were of high priority. Some things that were addressed were making sure info was available, updating the website for compliance, having resources available, addressing emergency compliance, and staff training online (Great Lakes ADA). Copies of the ADA Transition Plan are available at the Town Hall and the Silver Lake Post Office for review until November 15th and to make comments. The plan will then be reissued for adoption. The plan will need to be reviewed every three years and updated accordingly.

IV. Approval of Meeting Minutes:

- Oct 11, 2023-2024 Budget Public Hearing Minutes
- Oct 11, 2023 -Additional Appropriation Public Hearing Minutes
- Oct 11, 2023- Regular Meeting Minutes
- Oct 25, 2023-Budget Adoption Meeting Minutes
- Nov 6, 2023- Capital Planning Minutes

Nichole made the first motion to approve all meeting minutes, Jean seconded it and Hugh, all in favor, approved.

V. Old Business

No old business to discuss.

VI. New Business

A) 2024 Interlocal Agreement (Police Software Agreement)

The agreement is with the county for use of the software needed for the police department. Jason told the council the software is used a lot. Nichole made the first motion to accept the agreement, Jean made the second motion, and Hugh all in favor, motion passed.

B) 2024 Salary Ordinance

Tonya explained the SBOA wanted to see the percentages in the salary ordinance of the account's employees were being paid from. Jean made the first motion to pass the ordinance, Nichole seconded it and Hugh, all in favor, motion passed.

C) Resolution 23-11-01 Appropriation Transfers

Tonya explained the transfers and stated that, if necessary, she would do another at year end. Nichole made the first motion; Jean seconded it and Hugh all in favor. Motion carried.

D) Priority Project Resources-Community Center Planning Grant Administration Contract

The service will cost \$1600.00, and she will make sure paperwork is complete and schedules with OCRA's deadlines are adhered to. Jean made the first motion while Nichole made the second and Hugh all in favor. Motion passed.

E) Employee Handbook Revision

Nichole made the first motion, and Jean seconded it, Hugh all in favor. Motion passed. Tonya explained that none of the town's policies were changed but federal and state laws were added or changed.

F) Resolution 23-11-02 Authorizing the Execution of INDOT Agreements

Jean made the first motion, and Nichole seconded it, Hugh all in favor, Resolution 23-11-02 passed. This resolution gives the authority to sign and execute grant agreements to the Council President.

G) Santa Claus Appearance Date

December 20, 2023, was the date that was set, and Santa will start driving around at 6 and finish his drive at the old fire station. Nichole volunteered to make sure it was set up and taken care of for him when he arrives.

H) Fire Truck Agreement

2004 Spartan Custom Heavy Rescue agreement was brought to the floor. The agreement stipulates that a 25% down payment is needed at the time of purchase. The truck will not be available until 2024 and if anything were to happen between the time of the agreement being signed and receiving the truck the 25% down would be

reimbursed in full. Jean made the first motion, and Nichole seconded the motion, Hugh all in favor. Motion carried. Hugh signed the agreement.

I) Boyce Systems License Agreement Addendum (Keystone Software)

The addendum is for a continuing agreement until such time as it is canceled in writing. Prior to this agreement the town would receive and sign an agreement yearly for software services. Nichole made the first motion, Jean made the second motion, and Hugh all in favor. Motion passed.

J) Toys 4 Tots Match with FD

The Fire Department had asked in the October meeting if the town would match the department's \$200.00 Toys 4 Tots. Tonya asked the council to table the issue until she had completed the transfers. Tonya stated that since transfers have been completed the town would have funds left to match the fire department, Jean made the first motion, and Nichole seconded it, Hugh all in favor. Motion carried.

VII. Citizens Comments/Concerns:

No Comments or Concerns voiced.

VIII. Report of Department Heads:

a.) Jason McGlennen, Marshal Dept.:

- Call history
- The invoice for thermal spotlight had the wrong price.
- Flock Camera meeting was attended, Jason stated that at this time the cameras do not have the software capabilities to recognize the license plates, but the software is coming for that feature. The cost is \$3,000.00 per year and then will rise to \$4000.00 once the recognition software has been received. Jason has asked for donation for first year or at least part of it but has not heard back on the donation. Nichole asked if it would rise to \$4,000.00 once software has the other features. Jason said yes.
- The county does security detail for other entities and has more than they can handle, they wanted to open it up to other departments if they were interested. An outside agency will be handling bookings using an app and Jason asked Austin to look over the contract before presenting it to the council.

b.) Joey McNeal, Water Dept.:

- Leaves are being picked up, hoping to be done by Thanksgiving.
- The Pole barn is getting close to being finished.

c.) John Conley, Fire Dept.:

The Fire Department went to look at a truck. Gave council list of what is going on.

- 6 runs
- Year end spending will be \$11,000.00 would like permission to purchase the list of items listed on the council report. The council gave permission for the fire department to spend the remainder on what was listed as long as funds were available.

IX. Claim Docket: \$126546.90 plus invoices totaling 7623.91 that came after the claim docket was completed. Jason mentioned that Copsgear had sent an invoice, but it was the wrong price and not what was quoted. He has been in touch with them to get the corrected invoice. Tonya asked if she could also pay that if it is received tomorrow. Jean made the first motion and Nichole seconded it, Hugh all in favor, claim dockets and extra claims were approved to be paid.

X. Letters:

One leak letter request *Bailey*

- Bailey qualifies for an adjustment of \$169.64 water, and \$90.88 sewer.

Nichole made the first motion to except letters for adjustment, Jean seconded it and Hugh all in favor. Motion passed

XI. Miscellaneous:

- Next Council Meeting December 13, 2023 @ Town Hall, 7:00pm

XII. Adjournment:

Adjournment came at 7:37 pm with Nichole making the first motion, Jean seconded and Hugh all in favor, motion carried.

HUGH MURFIN, COUNCIL PRESIDENT

TONYA CONLEY, CLERK-TREASURER