



Shirley Town Council Minutes
December 14, 2020

Open Council Meeting:

Call to Order:

David Messer – Council President, Becky Perkins – Council V President, Robin Rinehart – Council,

Others Present:

Teresa Hester – Clerk Treasurer, Nicole Alexander - Utilities, Andy Ebbert – Fire Chief, Brian Vaughn – Maintenance, Brian Pryor – Police Chief, Attorney – Tracy Newhouse

Minutes – Approve Minutes from November 9, 2020 council meeting. David Messer moved, Robin Boucher second, motion carried.

Guests:

- Dennis Denney – Request for a Council Member to look at closing an alley and portion of non-laid street that runs through his property. Robin Boucher stated she would go this week and meet with him.
- Tracy Newhouse town attorney joined meeting via phone.
- Kent Schuch –
 - Presented revised paperwork that SRF is requiring. David Messer moved to approve, Robin Boucher second, motion carried 3-0.
 - IDEM settlement meeting is being set up for 12/21/2020 at 4pm. Discuss next steps with IDEM and their issues with the wastewater system.
 - Reminder of water audit.

Department Head Reports:

Utilities – Nicole Alexander

- Update on water shut-offs and delinquent notices – Clerk Treasurer requesting guidance on how to address two customers who have high water bills. On one of the bills council stated that they needed to pay half of amount owed (\$832) by December 28, if not shut water off. File TREC's on other customer. Clerk Treasurer is to send sample of payment agreement letter to town attorney.
- Requested days off for her mom's and personal doctor appointments. (Nicole has used all of PTO time)

Fire – Andy Ebbert Fire Chief

- E412 engine repaired
- Greenfield Territory new intercept agreement. Cost increased. Fire Chief to sign agreement.
- Officer elections were held. David Messer moved to accept officers, Robin Boucher second, motion carried 3-0
- Greensboro is to be sending contract.
- Request to purchase 2 new fire helmets. David Messer moved, Becky Perkins second motion carried.

Maintenance – Brian Vaughn

- Approval to remove trees on Center Street \$1800. David Messer moved to approve additional tree cutting, Robin Boucher second motion carried 3-0

- Approval for Frakes engineering to calibrate meter at lagoon. David Messer moved to approve, Becky Perkins second, motion carried 3-0.
- SHRWD Interlocal Agreement so that Maintenance person can use their lab to do needed testing for wastewater. David Messer moved to approve, Becky Perkins second, motion carried.3-0. Council is good with paying a year ahead.
- Brian Vaughn stated we should start dredging ponds in 2022.
- Full-time assistant maintenance employee – discussion was held. David Messer moved to hire Zachary Hutchens as full-time assistant with a 90-day probation period. To start January 4, 2021. Robin Boucher second, motion carried 3-0. Question about Maintenance assistance having a take home vehicle. Council determined no take-home vehicle.
- Brian Vaughn asked permission to carry gun has lifetime gun permit. Request due to possible issue with shutting off water. David Messer stated (Attorney agreed) that if he felt threatened he should take police officer with him. Attorney stated that this is a policy that needs to be done if council agrees. Attorney does not recommend.
- Take home vehicles/personal use. Discussion on all take home vehicles/town property. David Messer stated employee should not use personal equipment for town use. Attorney stated that there needs to be a policy for using all personal equipment/vehicles.

Police – Brian Pryor Police Chief

- Approve repairs on Charger for amount of \$5707.16. David Messer moved to approve Becky Perkins second, motion carried.
- Both dog kennels have been sold
- Question on when the stop signs approved by ordinance at a previous meeting would be placed. Brian Vaughn will take care of these signs.
- Request to add three reserve officers. David Messer moved, Becky Perkins second, motion carried 3-0.
- Ty'Waun to be added to payroll as a PT employee so to be able to attend Police Academy as a tier 2. Suggested \$25 per week. David Messer moved to approve, Becky Perkins second, motion carried 3-0.
- Discussion on Camera system that was tabled last month. Discussion to put on hold until we are more confident on the grant with the trail. Decision to hold until the trail is positive also gives time to look for grants for cameras.
- Brian Pryor; Question on a retired employee to continue medical insurance. David Messer suggested checking with insurance company. Comments about what other communities and civilian companies' policies are.
- Informed council of grant that was awarded for computers and that it is not a matching grant
- Discussion on request for the Police Department to acquire Star Financial Bank. Discussion about the condition of building. David Messer stated that he felt the cost to improve along with monthly cost did not seem like a good decision. Decision was to not move forward.

Town Clerk/Treasurer – Teresa Hester

- Fund Report
- Accountability
- GovCard Customers to use credit/debit card or e-check for payments. Discussion on if customers would use it. David Messer moved to approve, Robin Boucher second, motion carried 3-0.
- Informed council that we received the community crossing grant for road improvement
- Informed council that we received the COVID-19 funds that we could apply for. Stated we need to determine how council would like to use the funds.
- Request for approval of AIM enrollment. David Messer moved to approve, second Robin Boucher motion carried 3-0.



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Old Business:

- Update on park annexation – Town Attorney no update
- Update on Shirley Wilkinson Ambulance Service – Town Attorney stated we are waiting on the Town of Wilkinson
- Update Alley/Street Closures – Town Attorney stated waiting on Tech Castings and information
- Update on PK Housing South Park/Shirley Villa's snow removal. The manager called and they no longer need this service at this time.
- Update on how to do shutoffs in 2021. Decision to keep the old policy in place.
- Clarification on Water and Sewer Tap Fees; Discussion for the need to define in a policy to go with the fee charges. Maintenance person has authority to determine on what is necessary at their discretion.

New Business:

- Meeting for year-end meeting December 29, 9am.

Claims:

- Approve Payroll Allowance Dockets David Messer moved Robin Messer second, motion carried 3-0.
- Approve Claims to be paid. David Messer moved, Becky Perkins second, motion carried 3-0.

Adjourn: David Messer adjourned the meeting

David Messer (Council President)

Teresa Hester (Clerk/Treasurer)