



Shirley Town Council Minutes  
March 8, 2021

**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, Brian Vaughn – Maintenance, Brian Pryor – Police Chief, Attorney – Tracy Newhouse

**Minutes** – Approve Minutes from February 8, 2021 council meeting. David Messer moved to accept. Becky Perkins second motion carried 3-0

**Guests:**

- Stu Savka
  - Information on Water Project needing updates and OCRA Handouts
  - Update on IDEM Wastewater Compliance Plan
    - Due 30-days from signed order. Clerk Treasurer stated not received signed order
    - Triad to review CP with Maintenance/Clerk Treasurer
- Wendell Hester
  - County overlay is more for commercial only
  - Asked council on the commercial overlay in the business district on Main Street if they wanted to keep taller building and similar buildings for future buildings.
  - Residential overlay suggested that it would be as what is in the surrounding area.
  - County and Town need to have a written protocol that is located at both Town Office and County Office. This will assist each office in what direction to send the owners.
  - Thoroughfare ordinances for the town. Something to work toward.

**Department Head Reports:**

Utilities – Nicole Alexander

- Update on issue at the gas station. At this point the issue has been settled.
- Dr Tennant Office – do we still charge the minimum sewer and storm charges (\$11 and \$5). David Messer moved to charge minimum utility cost for both owners of the building. Becky Perkins second, motion carried 3-0
- Request for days off. March 23-24 as PTO.
- Gave report on utilities

Fire – Andy Ebbert Fire Chief

- Authorization for Fire Dept. to use water to fill pools. David Messer moved, Robin Boucher second, motion carried 3-0. Other Community Fire Dept. cannot use Town Water to fill pools
- Report given for the Fire Dept.

Police – Brian Pryor Police Chief

- Gave report for Police Dept.
- Charger Repairs – David Messer moved to approve the amount for the Charger repair, Robin Boucher second, motion carried 3-0
- Request to make Half Street one-way vehicle traffic. Town Attorney suggested to have Public input.
- Brian Pryor will be gone April 17<sup>th</sup> to May 3<sup>rd</sup> for K-9 re-certification. K-9 funds will be used.

- Would like to add Adrian West as a Reserve Police Officer. David Messer moved, Becky Perkins second motion carried 3-0
- Will discuss an issue with each council member individually

Town Clerk/Treasurer – Teresa Hester

- Fund Report – gave for Council review
- Accountability – for Council records
- Comp hours for Council records: Brian Vaughn 50, Zach Hutchens 24.

Maintenance – Brian Vaughn

- Maintenance update report – no written report
- Alley resident complaints – Estimate \$7,500 for stone. David Messer moved to approve \$4,000 toward alley stone beginning with the worse allies. Second Robin Boucher, motion carried 3-0
- Request to attend the Alliance Conference David Messer moved to allow Brian to go to conference in May, with an amount not to exceed \$600.00, Robin Boucher second, motion carried 3-0 Conference plus hotel.
- Good report on Zach Hutchens working out well. Planning to keep him although 90 days are not completed.
- All IDEM certs have been switched to Brian Vaughn

**Old Business:**

- Update on park annexation – Town Attorney No update
- Update on Shirley Wilkinson Ambulance Service – Town Attorney
  - Wilkinson is to sign paperwork at their next Council Meeting
- Update Alley/Street Closures – Town Attorney
  - Tech Castings – Clerk/Treasurer to have recorded at courthouse
- Update on Trail – moving forward with Plan C roadway from First Street to Second Street. David Messer moved to accept Plan C change for the Trail, Robin Boucher second, motion carried 3-0
- Changing Employee Manual to add new policies – Who is writing the new policies for the handbook?
  - Employee other than Police carrying a gun. Clerk Treasurer to add policy to Employee Handbook
  - Employee's take home vehicle and personal use, and 1099. Tabled until next meeting
- Attorney Employment Agreement – David Messer moved to accept the new agreement, Robin Boucher second, motion carried 3-0.
- CARES ACT – ideas for funds were given last month. David Messer moved to use a portion of the funds for employee bonus of \$1000 for the 5 full-time employees and to purchase 2 lighted stop signs, Becky Perkins second, motion carried. 3-0. David Messer moved to move the Cares Act funds to the Rainy-Day fund before moving to other funds. Robin Boucher second, motion carried. 3-0.

**New Business:**

- Engineering Firm – Brian Vaughn and Becky Perkins interviewed two engineering companies. David Messer moved to hire Fleece & Vanderbrink to work on a valve project at the ponds. Becky Perkins second motion carried 3-0
- Softball Field Rental – Neil Young would like to do Co-Ed Adult Softball for fun. Cost for 8-10 games and 1 Tournament. Will need to use lights and restrooms. Adults sign waivers to play. Decision to stay with what our Ordinance states.