

7-2-2020

## Minutes of the Town Council Meeting

Pre meeting training for Shepherd Insurance by Jess Bailey.

First on the agenda was Jess Bailey with Shepherd Insurance. She presented the annual training on sexual harassment for the members of the board. She asked if anyone had any questions. She then thanked the members as she left the meeting.

This concluded the pre meeting training and questions.

The Regular scheduled meeting was called to order at 7PM by Mayor Dan Wright.

Members present: Mayor Dan Wright, Council Shelly Davers, John Post, and Danny Stark, Clerk M. Jean Rockey, Attorney Brad Kage, Maintenance Ron Hendershot and Marshal Britt Burgmeier.

Mayor Wright called for a vote on last month's minutes. Danny Stark made a motion to accept with Shelly giving this motion a second to approve the minutes with the corrections she sent in via e mail.

### Public Comments:

Sandy Downs purchased a home on the corner of Poplar and Washington Street in Vernon, the address is 30 S Poplar. It has a 2 car garage behind the home next to the alley. She has filed with the APC for a variance so she can fix it into an apartment for her son and his wife. She came to the meeting to ask about a water and sewer hook for this apartment. Dan did tell her the cost would be a tap on fee for the water of \$250.00 and a tap on fee for the sewer of \$250.00 and a \$600 capacity fee to North Vernon as we do not have our own wastewater plant. Dan explained to her it could be done but suggested waiting on the variance before we go any further. John made a motion to table this until next month with a second by Shelly with all in favor.

### Council:

Danny Stark informed Ron of the two trees across the highway from the Log Cabin Restaurant that need to be removed. Shelly also asked about the stump removal for a tree that was taken down last year. This stump is on Gaines Street.

Danny also is concerned over his neighbor having 3 huskies (large dogs) running loose. this brought up the topic of no more than 2 dogs per household. Brad asked Jean to get him the names and addresses of these people and he will send another letter. The ordinance on dog is #49. If they do not respond within 10 days the next step would be to take them to court.

Danny asked about the floor at the Vernon Gym concerning the time line for the repairs. Dan Wright had spoken to Amber and he thinks the back boards will be done first and the floor this fall.

Shelly reported the Quick Books is in the works. There is a glitch that the accountant is working on concerning the transfers from a sub fund to the original bank account. This also included

reimbursements. The online banking has been set up by Jean hopefully we will be able to check reports by August 1.

Shelly reported the Quickbooks were approved in January, but has not been implemented to date. She has set up an appointment with Peggy Riley at Sherman, Barber & Mullikin CPS's to start set up and training with her and Jean on June 10, 2020.

Also Shelly informed the council the bank she goes to cannot take the checks we use more than once do to the type of paper they are printed on. Discussion on going to direct deposits once the Quickbooks is ready to use. Council members were open to changing to direct deposit.

Urgency needed to start using Quickbooks as Shelly has been unable to accurately reconcile/audit the Clerk's bookkeeping as required by the State Board of Accounts. If audited now, Shelly would be unable to provide proof to the SBOA of accuracy in the oversight of the Clerks duties. Quickbooks will allow auditing any time with a minimal effort and will be synced with our Town bank accounts for added accuracy in reporting per SBOA and our Policy (Town of Vernon Oversight and Segregation of Duties for Clerk/Treasurer Policy and Procedure Control Number: 2019.2.)

Discussion on the back ground checks. Dan is sure there is the question on the ballot we use for elections. It concerns asking if anyone has been charged with a felony, but he will check into this a little more. Dan will contact the State to see what the requirements are and this matter will be brought up next month when he and Brad have more time to gather more information. John made a motion to table this matter until next month, Shelly gave it a second.

Shelly feels that to meet the SBOA requirements we will need an outside audit for 2019 and 2019 from SBOA, or add all information from our end to Quickbooks so can report appropriately.

Shelly next asked Dan if he spoke to Rodney Holmes about the web site. She would like to take it over and keep it more up to date. Dan will contact Mr. Holmes and ask. She would like to add the avialbilty to the ordinances on the web site.

Ron is working on the asset report for the insurance company.

Concerning the deadly and non deadly force policy, she will have something on it at the August meeting.

Shelly brought the matter of the car owned by Sarah Bentz on Brown Street has a flat and has not been moved for quite a while.

Shelly asked Danny about rental fees for different activities at the Vernon Gym. We need to be better informed on how much time is rented and what for so we can better adjust and improve out input on Quickooks concerning the gym fund.

Shelly is updating current policies, she is asking for the council to look over and if they have any suggestions or recommendations, please let her know before the next meeting. We will need a new

policy on sexual harassment and possibly on abuse prevention since we work with the public and the Boy Scouts.

John talked to Marie with APC about sending a letter about a complaint at 190 S Perry Street. John Addis is running a vehicle repair business out of his garage at this address.

John also asked about the alley between the gym property and the Norma Sallee property. He was thinking that maybe it could be used for the community garden that was brought up at a previous meeting. No action taken.

John asked Brad about the building where the Post Office is located. Brad said there was an order issued to go in and check out the condition of the building. Brad also reported on a meeting on the 17th of August concerning the Duff property.

Clerk Treasurer:

Jean asked the council about the overdue water and sewer accounts due to the Covid19. She has broken down the late charges that have been added and can remove them if they come in and set up a payment plan to catch up the account. She will write a letter letting the customers know how many months and the amount they owe. She will give them the number of the Town office and ask them to leave a message and she will contact them for an appointment to work out a payment plan. John Post made a motion if the people come in and work out a payment plan for 6 months the late charges can be removed. They need to reply to the letter within 15 days, this motion was given a second by Danny Stark .

There is a hole at the corner of Posey and Jackson that needs to be repaired.

Jean also asked if a stop sign could be put at the corner of Commons Drive and Jackson Street. There has been quite a lot of traffic at the river this spring and when they come up from the river to Jackson Street they do not slow down. Discussion with Ron stating he has a new stop sign. Dan thought it should be put at the corner by the lift station . The people on Commons Drive will be required to stop.

Dan Wright presented a check to Vernon Fire Department for \$10000.00 to put towards a new generator or what the department needs for the new building.

Fire Chief Eric Kirkham asked the council to let the department fill swimming pools. He said they would only be using 1 truck and taking 2000 at a time. Dan had two conditions for the fire department to agree on for this request. #1 The water must be pulled from the water tower hydrant and not the hydrants in Town . #2 The person they deliver to must pay for the water up front to the Town.

They will need to contact Ron to get a key to the tower.

John made a motion to pass these two conditions for the fire department to pull water from the tower hydrant and to collect the cost of the water up front. And to get a key made for the department. This was given a second by Shelly with all in favor.

Ron reported on #1 The dumpsters at River Bend Trailer Park have not been dumped for a while and are quite a mess.

#2 Dirt from the digging at the building site of the fire house has been taken to the gym.

#3 DJ Striping estimate for Brown Street and Pike Street is \$1400.00. Shelly asked about curb rebuild, Dan talked to Harmon's Construction for a bid they never responded, so he asked Ron to contact Harmon's we could discuss the painting,

#4 Storm drain corner of Brown and Perry he got 3 quotes.....1st Lawyer 16650.00....

.....2nd Omara 9665.00....

.....3rd King 13550.00.....

This is to replace 15 inch line under Perry Street, repair curb, box meets curb concrete, and asphalt to street. John made a motion to accept Omara quote with a second from Danny Stark with all in favor.

#5 Commons/Jackson under road decaying, the culvert needs to be replaced. Dan suggested right now we should patch it and look in to a long range repairs

#6 Ron also reported on workers at the commons .

#7 The CCR posted on the web site.

#8 The altitude valve is replaced and working.

#9 Discussion only on mixer for water tower.

#10 Ron had a suggestion for the rest of the building when the fire department moves . He suggested a Town Hall next to the office, a workshop for the water and sewer materials and still room for the scag mower and the tractor. He will draw it up and email it to the council for their suggestions.

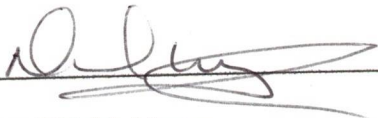
Dan reported a street light out by Mrs. Donahue home on Washington Street.

Eric Kirkham asked about the big ditches by the new building. Dan explained that the Town will hooking them in with storm drains by the government center and on down to the commons to the river.

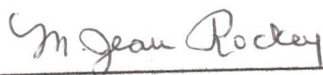
Shelly asked Dan about the hours at the Utilities Office, does he want to resume them. Dan felt like everything is going OK and we will continue to keep the office closed until next month and discuss it at that time. Motion to extend the closing was Shelly with a second by Danny Stark with all in favor.

Motion to adjourn was made by Shelly. Meeting adjourned.

The council have reviewed the minutes and approved.

A handwritten signature in cursive script, appearing to read "Dan Wright", written over a horizontal line.

Dan Wright, Mayor

A handwritten signature in cursive script, appearing to read "M. Jean Rockey", written over a horizontal line.

M. Jean Rockey, Clerk Treasurer