

City of Greencastle

City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135
765.653.9211
tglenn@cityofgreencastle.com



Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

January 11, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 7:00 PM; upon roll call by Clerk Treasurer Teresa P. Glenn the following councilors were present: Adam Cohen, Jinsie Bingham, Mark Hammer and Phyllis Rokicki. Noted Councilor Terry J. Smith is attending the Officer Training Academy and is absent.

- II. Public Petitions and Comments
 - A. None heard

- III. Special Requests
 - A. None heard

- IV. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –
 - C. Fire Department – Bill Newgent
 - D. Park and Recreation – Rod Weinschenk
 1. Superintendent Weinschenk presented his monthly report and updated Council on other events.
 - E. Planner – Shannon Norman
 - F. Police Department – Tom Sutherlin
 - G. Department of Public Works – Brad Phillips
 - H. Water & Wastewater Department – Richard Hedge
 1. Superintendent Hedge reported on water line break at Earp and North Jackson Street Friday morning. Worse case scenario will be replacing 500 feet section of pipe in that area. Will be bidding this out and looking at options to fix this issue. Hedge estimated that approximately ½ million gallons of water were lost during this breakage.
 - I. City Attorney - Laurie Robertson Hardwick

- V. Approval of Minutes
 - A. Regular Session December 14, 2010
 1. Motion by Jinsie Bingham to approve as presented, second by Phyllis Rokicki, 4-0, unanimous approval.

- VI. Old Business

City of Greencastle

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Teresa P. Glenn

Clerk Treasurer

Greencastle Common Council Special Meeting Minutes

January 25, 2011

6:30 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 6:30 PM; upon roll call by Clerk Treasurer Teresa Glenn the following were present: Adam Cohen, Jinsie Bingham, Mark Hammer, and Phyllis Rokicki, Terry J. Smith absent due to training at the Police Academy.

- II. Department Reports
 - A. 6:30 PM - Shannon Norman – City Planner
 1. City Planner Norman shared goals and plans for 2011. (attached)

 - B. 7:00 PM - Ernie Phillips – Cemetery
 1. Superintendent Phillips presented 2010 Year End Report and Goals for 2011. (attached)

 - C. 7:30 PM - Brad Phillips – Department of Public Works
 1. Superintendent Phillips presented his goals and accomplishments for 2011 and 2010. 236 Trees on Veteran's Highway, two to three years left to finish this project. (attached)

 - D. 8:00 PM – Richard Hedge – Utility Department
 1. Superintendent Hedge shared goals and plans for 2011. (attached)

- III. Adjournment
 - A. Meeting adjourned at 8:45 PM.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

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Teresa P. Glenn

Clerk Treasurer

Greencastle Common Council Special Meeting Minutes

January 27, 2011

6:30 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 6:30 PM; upon roll call by Clerk Treasurer Teresa Glenn the following were present: Adam Cohen, Jinsie Bingham, Mark Hammer, and Phyllis Rokicki, Terry J. Smith absent due to training at the Police Academy.

- II. Department Reports
 - A. 6:30 PM – Laurie Hardwick – Attorney
 1. Laurie Hardwick presented her goals for 2011 with the understanding that they can change depending on issues that arise throughout the year. (attached)

 - B. 7:00 PM – Tom Sutherlin – Police Dept.
 1. Chief Sutherlin presented the Council with his department's goals for 2011. Discussion regarding Neighborhood Watch Program within Community by having meetings in each ward throughout the City. (attached)

 - C. 7:30 PM – Bill Newgent – Fire Dept.
 1. Chief Newgent updated Council about the Fire department's goals for 2011 as well as reviewing 2010. (attached)

 - D. 8:00 PM – Rod Weinschenk – Park and Rec.
 1. Superintendent Weinschenk presented Council with accomplishments for 2010 and goals for 2011. Discussion regarding changes at the Bob Flannigan Band Shell at Robe Anne Park. (attached)

 - E. Mayor Murray reported to Council that budgets have been approved from Department of Local Government Finances.

- III. Adjournment
 - A. Motion to adjourn at 9:00 PM

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

February 8, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 7:00 PM; present: absent Terry J. Smith
 - B. Webelo troop Pack 99 presented the colors and lead group in Pledge

- II. Public Petitions and Comments
 - A. None heard

- III. Special Requests
 - A. Street Closure
 1. Farmer's Market
 - a. Cathryn Ensley present request Saturdays beginning May 21 ending October 29 from 7:00 AM to 1:00 PM asking for Franklin from 231 to Indiana and on busy days to wrap around onto Indiana.
 - i. Motion by Mark Hammer to approve, second by Phyllis Rokicki, 4-0, motion carried.
 2. Bike Race – Little 5 – April 9, 2011 Beginning at 1:00 PM ending approximately 6:00 PM close a loop from Hanna to Indiana up across Seminary to Locust. Mayor Murray advised that this request will need to be reviewed by Police Chief Sutherlin and Fire Chief Newgent. Discussion. Motion by Adam Cohen to table for further review and have an answer at next months meeting, second by Mark Hammer, 4-0, motion carried.

- IV. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –
 - C. Fire Department – Bill Newgent
 1. Chief Newgent reported to Council regarding the recent storm response. Downed trees and power lines most of the calls with one house fire. Calls up due to medical assists, car accidents and false alarms due to weather.
 - D. Park and Recreation – Rod Weinschenk
 1. Superintendent Weinschenk thanked Council for allowing Pack 99 to open the meeting tonight. Held Park Board meeting last evening. Weinschenk touched on upcoming events.
 - E. Planner – Shannon Norman

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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

March 8, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting of the Common Council of the City of Greencastle to order at 7:00 PM. Upon roll call by Deputy Clerk Treasurer Pam Pierce the following Councilors were present: President Adam Cohen, Jinsie Bingham, Mark Hammer, Terry J. Smith and Phyllis Rokicki.
- II. Public Petitions and Comment
- III. Special Requests
 - A. Street Closure
 1. Bike Race – Little 5 Route (moved up on agenda)
 - a. After discussion and presentation of new route, Councilor Cohen moved to approve request, second by Terry J. Smith, 5-0, motion carried.
 2. DePauw University College Republicans – Margaret Musgrave
 - a. April 16, 2011; 10:00 AM to Noon
 - i. Motion by Adam Cohen to approve request as presented, second by Terry J. Smith, 5-0, motion carried.
 3. Putnam County Convention and Visitor Bureau – Sharon Eiteljorge
 - a. September 25, 2011; 8:00 AM to 6:00 PM – Greencastle Downtown Parking Lot. The 2nd Annual Buzzard Run
 - i. On a motion by Councilor Hammer this request was tabled for more information, second by Terry J. Smith, 5-0, motion carried.
 4. DePauw University Physical Plant – Tony Robertson
 - a. May 21 and May 22, 2011 for Commencement. (see attached)
 - i. Motion by Jinsie Bingham to approve as presented, second by Phyllis Rokicki, 5-0, motion carried.
- IV. Public Hearing
 - A. Mayor Murray opened Public Hearing at 7:30 PM. Discussion regarding Resolution 2011-4 and Resolution 2011-5; public hearing closed at 7:37 PM.
- V. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –

- C. Fire Department – Bill Newgent
 - 1. Chief Newgent reported several runs this past month.
 - D. Park and Recreation – Rod Weinschenk
 - E. Planner – Shannon Norman
 - F. Police Department – Tom Sutherlin
 - G. Department of Public Works – Brad Phillips
 - 1. Brad Phillips reported that limb pick-up will continue until complete.
 - H. Water & Wastewater Department – Richard Hedge
 - I. City Attorney - Laurie Robertson Hardwick
- VI. Approval of Minutes
- A. Regular Session February 8, 2011
 - 1. Motion by Councilor Cohen to approve minutes as presented, second by Jinsie Bingham, 5-0, motion carried.
- VII. Old Business
- A. Bike Race – Little 5 route
 - 1. completed above
- VIII. New Business
- A. **Resolution 2011-3** A Resolution Authorizing Funding of the Greencastle/Putnam County Development Center From Industrial Development Funds,
 - 1. Motion by Councilor Hammer to approve Resolution 2011-3, second by Terry J. Smith, 5-0, motion carried.
 - B. **Resolution 2011-4**, A Resolution Reaffirming Resolution 2011-2 And Declaring An Economic Revitalization Area and Recommended Tax Deduction (Crown Equipment Corporation)
 - 1. Motion by Terry J. Smith to approve as presented, second by Adam Cohen, 5-0, motion carried.
 - C. **Resolution 2011-5**, A Resolution Reaffirming Resolution 2011-1 And Declaring An Economic Revitalization Area and Recommended Tax Deduction (Chiyoda USA Corporation)
 - 1. Motion by Councilor Mark Hammer to approve Resolution 2011-5 as presented, second by Councilor Jinsie Bingham, 5-0, motion carried.
 - D. **Ordinance 2011-1**, An Ordinance Amending Ordinance 2009-1 Establishing An Employee Handbook For Employees of The City of Greencastle, **First Reading**
 - 1. Laurie Hardwick discussed changes as presented for Personnel Handbook.
 - 2. Motion by Terry J. Smith to approve on first reading, second by Phyllis Rokicki, 5-0, motion carried.
 - E. Grant Application for Highway Safety Improvement Program.
- IX. Approval of City Claims
- A. Councilor Mark Hammer moved to approve all claims as presented, second by Councilor Jinsie Bingham, 5-0, motion carried.
- X. Reports

- A. Mayor's Report
 - 1. Mayor Murray announced Greencastle has been selected as a "Stellar Community Grant" recipient.
 - B. Clerk-Treasurer's Report
 - 1. Deputy Clerk Treasurer Pam Pierce reported Annual report for Cities and Towns has been advertized and electronically filed with State as of February 23, 2011. Clerk Treasurer Teresa Glenn is attending annual Clerk Treasurer Institute and Training in Muncie this week.
 - C. Councilors
 - 1. Councilor Adam Cohen thanked everyone involved in the Stellar community project. Cohen inquired about the Census and what that really means to our community. Laurie Hardwick will research and report back.
 - 2. Councilor Hammer thanked everyone involved in grant process also.
 - 3. Councilor Smith thanked Crown and Chiyoda for choosing Greencastle.
 - 4. Councilors Rokicki and Bingham echoed the same sentiments.
- XI. Adjournment
- A. On a motion by Councilor Bingham and second by Councilor Smith the meeting was adjourned at 8:13 PM.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

- F. Police Department – Tom Sutherlin
 - G. Department of Public Works – Brad Phillips
 - 1. Council asked Superintendent Phillips for update on streets and roads. The material saved from January was used for this last storm and still in good shape for the remainder of the winter. Limb pick up will be March 1 through March 11 less than 8" in diameter. This will be one sweep through the city and will not be repeated. Following the trash route.
 - H. Water & Wastewater Department – Richard Hedge
 - 1. Superintendent Hedge updated Council on storm related issues. Generators were used at both the Water plant and North Jackson Lift Station.
 - I. City Attorney - Laurie Robertson Hardwick
- V. Approval of Minutes
- A. Regular Session January 11, 2011
 - B. Special Session January 25, 2011
 - C. Special Session January 27, 2011
 - 1. Motion by Adam Cohen to approve all minutes as presented, second by Jinsie Bingham, 4-0, motion carried.
- VI. Old Business
- VII. New Business
- A. Resolution 2011-1, A Resolution Declaring A Revitalization Area for Chiyoda U.S.A. Corporation.
 - 1. Mayor Murray read this Resolution in its entirety. Bill Dory present for this request. Chiyoda will be making investment of approximately 2 Million dollars.
 - a. Motion by Mark Hammer to adopt as presented, second by Phyllis Rokicki, 4-0, motion carried.
 - B. Resolution 2011-2, A Resolution Declaring A Revitalization Area for Crown Equipment Corporation.
 - 1. Mayor Murray read this Resolution in its entirety. Bill Dory introduced Vince Wallace, Manager of Crown and June Pickens, HR. This request will involve expansion of the facility and equipment.
 - a. Motion by Jinsie Bingham to adopt as presented, second by Mark Hammer, 4-0, motion carried.
- VIII. Approval of City Claims
- A. Direct Payables - \$122,904.24
 - B. Pension Payroll - \$18,941.62
 - C. Payroll - \$341,138.70
 - D. Regular Payables - \$79,568.13
 - 1. Motion by Mark Hammer to approve claims as presented, second by Adam Cohen, 4-0, motion carried.
- IX. Reports
- A. Mayor's Report

1. Mayor shared nice comments received regarding the removal of snow and road conditions.
 2. Stellar community visit this Friday, February 11.
 3. Program on window replacement for old windows next Thursday at 5:30 at City Hall.
 4. Final tax rate is .7456/100 of assessed value for City. Comprehensive is 2.3369 down from last year.
- B. Clerk-Treasurer's Report
1. Working on finalizing 2010 numbers.
- C. Councilors
1. Adam Cohen shared how the passion of the employees and department heads showed up during this recent weather event.
 2. Mark Hammer shared that the storm solidified what we have been discussing for a long time and the need to have a comprehensive effort for cleaning and removing snow from the downtown area.
 3. Jinsie Bingham commented on upcoming Women's High School basketball games and upcoming sectionals. Councilor Bingham commented on Coach Huter and his wonderful personality.
- X. Adjournment
- A. Motion by Jinsie Bingham to adjourn at 8:04 PM; second by Mark Hammer , meeting adjourned.

VII. New Business

A. Organizational Matters

1. Election of Council President
 - a. Motion by Phyllis Rokicki nominating Adam Cohen to continue as Council President, second by Jinsie Bingham, 3-0, motion carried. Councilor Cohen abstained
2. Date, Time and Place for 2011 Council Meetings
 - a. Motion by Adam Cohen to continue meeting time, place and date remain the same, second by Phyllis Rokicki, 4-0, unanimous approval.
3. Annual Appointments (2) to Redevelopment Commission
 - a. Erica Gilmore and Jim Ruark nominated by Jinsie Bingham to continue service on this Commission, second by Mark Hammer, 4-0, unanimous approval.

B. Council Assignments

1. Planning Commission – Mark Hammer
2. Park Board – Phyllis Rokicki
3. Economic Development Commission – Jinsie Bingham
4. Cable Access – Adam Cohen
5. Chamber of Commerce – Laurie Hardwick
6. Tree Board – Terry J. Smith
7. Cable Greencastle/Putnam Development Center – Jinsie Bingham
8. Putnam County 911 – Terry J. Smith
 - a. By consensus all assignments will remain the same for 2011 as in 2010.

C. Department Liaisons

1. Department of Public Services – Mark Hammer
2. Fire Department – Terry J. Smith
3. Forest Hill Cemetery – Jinsie Bingham
4. Parks and Recreation – Phyllis Rokicki
5. Planning Department – Mark Hammer
6. Police Department – Adam Cohen
7. Utility Department – Terry J. Smith
 - a. By consensus all assignments will remain the same for 2011 as in 2010.

D. Retreat Dates

1. January 25th and 27th beginning at 6:30 PM.

VIII. Approval of City Claims

A. Motion by

B. 370490.13

C. 18941.62

D. 80646.57

E. 87490.13

F. 557

1. Motion by Mark Hammer to approve claims as presented, second by Adam Cohen, 4-0, unanimous approval.

IX. Reports

A. Mayor's Report

1. Received grant for repairs on Albin Pond Dam.
2. Received word from Lt. Governor Community of Rural Affairs that we received façade planning grant in the amount of \$46,620
3. Update on Stellar Community Grant, thanked Laurie, Shannon, Bill Dory and Garth for their help in preparing this grant for submission.

B. Clerk-Treasurer's Report

1. Nothing to report except end of year procedures in process.

C. Councilors

1. Adam Cohen thanked City Administrators again for their work on the Stellar Community Grant process and work throughout the year keeping our City moving in a positive direction.
2. Jinsie Bingham announced she is working on a project on businesses in Greencastle in the early 1920's. Adam Beck, Raymond Fouts, Harry Freeman, Frank Stevens and Ivors Stringer. Please contact Jinsie Bingham if anyone knows anything about these men. Thanks to the City employees for their work on the streets.
3. Phyllis Rokicki thanked those working on the streets also.

X. Adjournment

- A. Motion by Jinsie Bingham second by Phyllis Rokicki 7:50 PM

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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

April 12, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 7:00 PM; present: Adam Cohen, Jinsie Bingham, and Phyllis Rokicki. Absent: Mark Hammer and Terry J. Smith.

- II. Public Petitions and Comments
 - A. None heard

- III. Special Requests
 - A. Street Closure
 1. Putnam County Convention and Visitor Bureau – Sharon Eiteljorge
 - a. September 25, 2011; 8:00 AM to 6:00 PM – Greencastle Downtown Parking Lot. The 2nd Annual Buzzard Run (Tabled from March)
 - i. Mayor Murray reported this request is for Vine Street Parking Lot. Motion by Adam Cohen to approve this request upon clarification by Mayor Murray, second by Phyllis Rokicki, 3-0, motion carried.
 2. Greencastle Custom Cycle – Scott & Lisa Eaton
 - a. June 18, 2011; 6:00 AM to 3:00 PM Columbia from Jackson to Indiana St. - 11th Annual Run-4-Fun.
 - i. Scott Eaton present. Motion by Phyllis Rokicki to approve as requested, second by Jinsie Bingham, 3-0, motion carried.
 3. Relay For Life – Stewart Burns and Tyler Archer – April 30 – May 1, 2011; 12 PM to 12 PM – Blackstock Stadium – Close Madison between Hill & Hanna from 11 AM April 30 to 1:00 PM May 1, 2011- Noise exception for outside music/announcements after 10 PM April 30, 2011 to noon on May 1, 2011
 - a. Stewart Burns present. Motion by Adam Cohen to approve as presented, second by Phyllis Rokicki, 3-0, motion carried.
 4. Phi Gamma Delta – Jake Meyer and Bryant Kosanovich – May 7-8, 2011; 10:00 PM to 1:00 AM – Fiji Isle Party
 - a. Jake Meyer and Bryant Kosanovich present. Motion by Jinsie Bingham to approve as requested, second by Phyllis Rokicki, 3-0, motion carried.
 5. Main Street Greencastle – Fair On The Square – May 13 – May 15, 2011 – Gary Barcus present.

- a. Motion by Adam Cohen to approve as requested with change to Thursday time for street closure to begin 6:00 PM to Sunday 5:00 PM, second by Phyllis Rokicki, 3-0, motion carried.
- 6. Veteran's Day Ceremony – May 7, 2011 from 9:00 AM to 11:30 AM – Veteran's Highway – Brad Phillips present.
 - a. Motion by Phyllis Rokicki to approve as requested, second by Jinsie Bingham, 3-0, motion carried.

IV. Department Reports

- A. Cemetery – Ernie Phillips
- B. Engineer –
- C. Fire Department – Bill Newgent
 - 1. Chief Newgent was asked regarding the power outage Saturday April 9,. Newgent reported there was a major Duke power line down.
- D. Park and Recreation – Rod Weinschenk
 - 1. Weinschenk reported past and upcoming events at the Park.
- E. Planner – Shannon Norman
- F. Police Department – Tom Sutherlin
 - 1. Adam Cohen asked Chief Sutherlin about his report regarding Crown trailers being inspected periodically by GPD's canine unit. Sutherlin reported this is done as per request from Crown. Sutherlin also reported that on Saturday April 30, 2011 from 10 AM to 2 PM GPD Officers will be participating in the 2nd Annual Drug Take Back Day. This will be held in the Greencastle High School Parking Lot. Persons may bring any and all prescription drugs they wish to dispose of safely. No questions will be asked.
- G. Department of Public Works – Brad Phillips
 - 1. Councilor Rokicki commented regarding the report on tree limb pick up from Brad Phillips. Phillips and his department spent 18 days picking up limbs due to the ice storm to an expense to the City of approximately \$20,000.
- H. Water & Wastewater Department – Richard Hedge
 - 1. Question regarding water loss increase this month. Discussion. Hedge reported 86% complete on meter swaps.
- I. City Attorney - Laurie Robertson Hardwick

V. Approval of Minutes

- A. Regular Session March 8, 2011
 - 1. Motion by Phyllis Rokicki to approve as presented, second by Jinsie Bingham, 3-0, motion carried.

VI. Old Business

- A. **Ordinance 2011-1**, An Ordinance Amending Ordinance 2009-1 Establishing An Employee Handbook For Employees of The City of Greencastle, **Second Reading**
 - 1. Motion by Adam Cohen to adopt Ordinance 2011-1 on second reading, second by Phyllis Rokicki, 3-0, motion carried.

- VII. New Business
- A. **Resolution 2011-6**, A Resolution Transferring Surplus Property To The Putnam County Sheriff's Department
1. Mayor Murray read this Resolution in its entirety. Motion by Jinsie Bingham to approve as presented, second by Phyllis Rokicki, 3-0, motion carried.
- B. **Resolution 2011-7**, A Resolution Declaring An Economic Revitalization Area (IAC Greencastle, LLC)
1. Mayor Murray read the resolution in its entirety. Bill Dory present for this item. Discussion. Motion by Jinsie Bingham to approve as presented, second by Phyllis Rokicki, 3-0, motion carried.
- VIII. Approval of City Claims
- A. After review of all claims, Adam Cohen moved to accept and approve claims as presented, second by Phyllis Rokicki, 3-0, motion carried.
- IX. Reports
- A. Mayor's Report
1. Mayor Murray reminded Greencastle residents about Sidewalk Cost Sharing Program. Applications are available at City Hall and on our website.
 2. Mayor Murray also reported continuing to meet with Stellar Community Grant Funding agencies. Will be working with Banner Graphic on updates for the Community.
- B. Clerk-Treasurer's Report
1. Teresa Glenn reported on revenues and expenses year to date.
- C. Councilors
1. Phyllis Rokicki reminded Councilors of Greencastle City Council Rokicki Scholarship funding requirements.
 2. Jinsie Bingham shared that she found tow articles across the state commenting about Greencastle and DePauw University.
 3. Adam Cohen commented this weekend is DePauw's new student visitation on campus. September 11, 2011 plans on in the process for a special community event, details forthcoming. April 20, 2011 at 5:00 PM Jinsie Bingham will be giving a speech at DePauw as a "trail blazing women" in business.
- X. Adjournment
- A. Motion by Jinsie Bingham to adjourn at 8:20 PM; second by Phyllis Rokicki, 3-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

May 10, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the regular meeting of the Common Council to order at 7:00 PM; upon roll call by Deputy Clerk Treasurer Pam Pierce the following Councilors were present: Jinsie Bingham, Adam Cohen, Mark Hammer, Phyllis Rokicki and Terry J. Smith.

- II. Public Hearing
 - A. Resolution 2011-8, A Resolution Reaffirming Resolution 2011-7 And Declaring An Economic Revitalization Area And Recommended Tax Deduction (IAC Greencastle, LLC)
 1. Mayor Murray opened the Public Hearing at 7:03 PM regarding Resolution 2011-8. Mr. Bill Dory spoke about this request and the proposed renovations. Public Hearing closed at 7:06 PM on motion by Adam Cohen, second by Terry J. Smith, 5-0 motion carried.

- III. Public Petitions and Comments
 - A. None heard.

- IV. Special Requests
 - A. Walking Wednesdays - Ruth Ralph – Special Request for walking on Wednesday evenings from 5:00 PM to 6:00 PM between June 1 to August 3, 2011, use of streets.
 1. Jackie Baughman spoke about this request. She indicated police assistance may be needed where paths cross streets. As soon as they see how many registrations they receive it will be determined if more help is needed, otherwise a volunteer will be used for now.
 - B. Street Closure
 1. Indianapolis Colts – Tammy Amor – Chamber of Commerce
 - a. This event will be held June 21, 2011 from 5:00 PM to 7:00 PM; set up at 2:00 PM on the North East side of the square. Motion by Mark Hammer to approve request, second by Phyllis Rokicki, 5-0 motion carried.

- V. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –
 - C. Fire Department – Bill Newgent
 - D. Park and Recreation – Rod Weinschenk

1. Superintendent Weinschenk spoke regarding all the events associated with the Park's Department. Softball teams, aquatic center staff is hired and updated information regarding life guards. Pool is scheduled to open on May 28, 2011.
 - E. Planner – Shannon Norman
 - F. Police Department – Tom Sutherlin
 1. Chief Sutherlin spoke on officers running in the 500 Festival Mini Marathon and the team finish of 12th. The team consisted of Officers Hopkins, Wilson, Jones, Huffman and Bunten. Take back drug day at Greencastle High School was a great success. 171 pounds of prescription drugs were received. Reminder of Tox Away day on May 21 from 8:00 AM to 1:00 PM.
 - G. Department of Public Works – Brad Phillips
 1. Councilor Smith asked about the denial of funds for ice storm. Mayor Murray advised that this will have to come in under the department budget.
 - H. Water & Wastewater Department – Richard Hedge
 1. Superintendent Hedge reported basement flooding has been a challenge for the waste water system.
 - I. City Attorney - Laurie Robertson Hardwick
 1. Attorney Hardwick reminded everyone of the Fair on the Square this week, Tox Away day on Saturday and Buy Local Bucks can be purchased through the Chamber's website.
- VI. Approval of Minutes
- A. Regular Session April 12, 2011
 1. Motion by Jinsie Bingham to approve with noted changes, second by Adam Cohen, 3 ayes, 2 abstain, motion carried.
- VII. Old Business
- A. None heard.
- VIII. New Business
- A. **Resolution 2011-8**, A Resolution Reaffirming Resolution 2011-7 And Declaring An Economic Revitalization Area And Recommended Tax Deduction (IAC Greencastle, LLC)
 1. Motion by Adam Cohen to approve this Resolution as presented, second by Jinsie Bingham, 5-0 motion carried.
 - B. **Resolution 2011-9**, A Resolution Approving Historic Downtown Façade Improvement Plan
 1. Motion by Terry J. Smith to approve as presented, second by Phyllis Rokicki, 5-0 motion carried.
- IX. Approval of City Claims
- A. Motion by Councilor Hammer to approve claims as presented, second by Jinsie Bingham, 5-0, motion carried.
- X. Reports
- A. Mayor's Report

1. Mayor Murray welcomed Councilor Smith back from Officer training with congratulations on his graduation. Mayor Murray read Arbor Day Proclamation. Thanks to Brad and DPW. Meeting today with contractors on work for Percy Julian Drive. Work to be completed by August 15th, sidewalks, curbs being added thanks to Redevelopment Funding.
- B. Clerk-Treasurer's Report
 1. Deputy Pam Pierce reported that Clerk Treasurer Teresa Glenn is attending National Municipal Clerks Conference in Nashville, TN.
- C. Councilors
 1. Jinsie Bingham reported that anyone interested in contributing to the newly established Friends of Forest Hill Cemetery may send donations in memory of a loved one.
 2. Phyllis Rokicki reminded Councilors to make their donation to the Putnam County Community Foundation for the City Scholarship.
 3. Councilor Cohen reminded everyone that there will be many visitors to our City this week due to DePauw's Tennis Regional's.
- XI. Adjournment
 - A. Motion by Jinsie Bingham to adjourn at 8:00 PM, second by Mark Hammer, 5-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

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Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

June 14, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called meeting to order at 7:00 PM; upon roll call by Clerk Treasurer Teresa Glenn the following councilors were present: Adam Cohen, Jinsie Bingham, Mark Hammer, Terry J. Smith and Phyllis Rokicki.

- II. Public Hearing – **Resolution 2011-11**, A Resolution Authorizing Additional Appropriations To The Annual Budget
 - A. Mayor Murray opened the Public Hearing at 7:01 PM by reading Resolution 2011-11 in its entirety. Discussion. Public Hearing closed at 7:07 PM on a motion by Adam Cohen, second by Terry J. Smith, 5-0, motion carried.

- III. Public Petitions and Comments
 - A. Ellie Boyle asked to share her idea about a City wide fundraiser for Joplin, Missouri. The date for this event will be July 5 and 6, 2011. Wal-Mart has donated 2 semi trailers to be filled and will transport items to Joplin.

- IV. Special Requests
 - A. Street Closure
 1. Almost Home – August 20, 2011, Noon to 1:00 AM- Close Franklin Street. Music Fest Celebrating Dave’s Heating and Cooling 25th Anniversary.
 - a. Gail Smith present representing this request and Pam Carrington representing Dave’s Heating and Cooling. Motion by Adam Cohen to approve request contingent upon City receiving waiver and beer garden permit from Gail Smith and motion to approve noise waiver request as long as music ends by 11:00 PM and turned down if complaint heard prior to 11:00 PM, second by Jinsie Bingham, 5-0, motion carried.
 2. Cycle Shop – Scott Easton asking for change of date for the event previously approved due to conflict with another ride the same day. Asking for change of date from June 18, 2011 to September 17, 2011; Columbia between 231 and Indiana; from 6:00 AM to 1:00 PM.
 - a. Motion by Terry J. Smith to approve this date change, second by Phyllis Rokicki, 5-0, motion carried.

- V. Department Reports
 - A. Cemetery – Ernie Phillips

City of Greencastle

City Hall
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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

July 12, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the regular session of the Common Council to order at 7:00 PM; upon roll call the following were present: Adam Cohen, Jinsie Bingham, Mark Hammer, Terry J. Smith, and Phyllis Rokicki.

- II. Public Petitions and Comments
 - A. None heard.

- III. Special Requests
 - A. Street Closures
 1. Putnam County Fair Parade Committee – July 22, 2011 from 6:30 PM to 8:00 PM
 - a. Nancy Michael present for this request. Asking to close streets at 5:00 PM for Fitness Fun Run and continue being closed until Parade is over at approximately 8:00 PM. Motion by Mark Hammer to approve this request, second by Terry J. Smith, 5-0, motion carried.
 2. Greencastle High School – September 23, 2011 from 5:45 PM to ? – Terri Collins
 - a. Mayor Murray reported on this request. This request is for a rolling parade which does not stop traffic or close any streets. Motion by Adam Cohen to approve this request, second by Phyllis Rokicki, 5-0, motion carried.
 3. Buzzard Run – September 25 from 1:30 PM to 4:00 PM – Indiana Street (East side of Square) and Franklin Street (North side of square) closed.
 - a. Mayor Murray reported on this request. Motion by Terry J. Smith to table this request until August meeting, second by Jinsie Bingham, 5-0, motion carried.

- IV. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –
 - C. Fire Department – Bill Newgent
 - D. Park and Recreation – Rod Weinschenk
 - E. Planner – Shannon Norman
 - F. Police Department – Tom Sutherlin

1. Adam Cohen asked Chief Sutherlin to speak about the Boot Camp recently hosted for local youth.
 - G. Department of Public Works – Brad Phillips
 - H. Water & Wastewater Department – Richard Hedge
 - I. City Attorney - Laurie Robertson Hardwick
- V. Approval of Minutes
- A. Regular Session June 14, 2011
 1. Motion by Mark Hammer to approve as presented, second by Phyllis Rokicki, 5-0, motion carried.
- VI. Old Business
- A. None heard.
- VII. New Business
- A. **Resolution 2011-12**, A Resolution Of Concurrence With An Application To Reclassify Certain Roads Within the City of Greencastle
 1. Mayor Murray read this resolution in its entirety. Mayor Murray reported that this resolution resulted in the need to acquire a DES number which requires a reclassification of streets. Motion by Terry J. Smith to approve as presented, second by Adam Cohen, 5-0, motion carried.
 - B. **Resolution 2011-13** , A Resolution Declaring An Economic Revitalization Area (370 Manhattan Road)
 1. Mayor Murray read this resolution and Bill Dory answered questions regarding this item. This resolution is necessary due to changes in legislation effective July 1, 2011. Basically this is an eligibility Resolution allowing for further abatement incentive for older buildings. Motion by Jinsie Bingham to approve as corrected, second by Mark Hammer, 5-0, motion carried.
 - C. **Resolution 2011-14**, A Resolution In Support Of Applications To The Indiana Economic Development Corporation For Industrial Recovery Tax Credits For The Renovation And Reuse Of The Industrial Facility Located At 370 Manhattan Road.
 1. Mayor Murray read this resolution and again Bill Dory explained the necessity of this Resolution. Motion by Adam Cohen to approve this Resolution, second by Terry J. Smith, 5-0, motion carried.
 - D. **Resolution 2011-15 through 2011-27**, Annual Resolutions for Compliance With Statements Of Benefits for Chiyoda USA Corp, Crown Equipment Corp., Garmong Development Company, LLC, Heartland Automotive LLC and Lear Operations aka International Automotive Components Corp., respectively.
 1. Bill Dory explained these are the annual Compliance with statements of Benefits with reports attached. Dory reviewed these reports. He prefaced his report with comments regarding Chiyoda and the effect of the earthquake in Japan. Dory recommended approving these Resolutions.
 2. Resolution 2011-15, Motion to approve by Adam Cohen, second by Jinsie Bingham to approve as presented, 5-0, motion carried.

3. Resolution 2011-16, Motion to approve by Jinsie Bingham, second by Mark Hammer, 5-0, motion carried.
4. Resolution 2011-17, Motion to approve by Terry J. Smith, second by Phyllis Rokicki, 5-0, motion carried.
5. Resolution 2011-18, Motion to approve by Adam Cohen, second by Terry J. Smith, 5-0, motion carried.
6. Resolution 2011-19, Motion to approve by Terry J. Smith, second by Mark Hammer, 5-0, motion carried.
7. Resolution 2011-20, Motion to approve by Mark Hammer, second by Phyllis Rokicki, 5-0, motion carried.
8. Resolution 2011-21, Motion to approve by Jinsie Bingham, second by Terry J. Smith, 5-0, motion carried.
9. Resolution 2011-22, Motion to approve by Terry J. Smith, second by Mark Hammer, 5-0, motion carried.
10. Resolution 2011-23, Motion to approve by Mark Hammer, second by Phyllis Rokicki, 5-0, motion carried.
11. Resolution 2011-24, Motion to approve by Adam Cohen, second by Terry J. Smith, 5-0, motion carried.
12. Resolution 2011-25, Motion to approve by Adam Cohen, second by Jinsie Bingham, 5-0, motion carried.
13. Resolution 2011-26, Motion to approve by Mark Hammer, second by Phyllis Rokicki, 5-0, motion carried.
14. Resolution 2011-27, Motion to approve by Terry J. Smith, second by Mark Hammer, 5-0, motion carried.

VIII. Approval of City Claims

- A. After review of all claims presented, Mark Hammer moved to approve as presented, second by Jinsie Bingham, 5-0, motion carried.

IX. Reports

A. Mayor's Report

1. Thanked Councilor Cohen and Mr. Bernsee for the promotion and work for the Celebrate 4 event. Great time.
2. Updated council on Stellar Grant progress. An addition to website to see how this grant is moving forward.

B. Clerk-Treasurer's Report

1. Teresa Glenn passed out the 2012 Budget Calendar and draft of proposed budgets for 2012. Due to meeting with DLGF on Thursday, July 14, 2011 it is necessary for the Council to have budget information now.

C. Councilors

1. Mark Hammer asked for update on Percy Julian Drive, Mayor Murray reported hoping to be completed by the time school begins. Also, Hammer asked how the 4-Way stop on Veteran's Highway has been working. Consensus is that it is working well.
2. Terry J. Smith wanted to let his ward know that he will be out of town and if any problems, please leave a message and he will call once he returns.

3. Adam Cohen commented that one of his students wrote a blog about how enamored he was with our 4th of July Celebration held at Robe Ann Park.
4. Jinsie Bingham extended a happy retirement to Kim Suitors.
5. Phyllis Rokicki reminded everyone to watch their pets during this extreme heat and enjoy the upcoming fair.

X. Adjournment

- A. Motion to adjourn by Jinsie Bingham at 8:22 PM, second by Adam Cohen, 5-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

- B. Engineer –
 - C. Fire Department – Bill Newgent (absent)
 - D. Park and Recreation – Rod Weinschenk
 - 1. Superintendent Weinschenk reported recent recall of drain covers and issue with the wading pool resulting in wading pool closed until further notice. The main pool drains are being used in such a way that these covers do not need to be changed and have been passed for use. Regarding ADA Compliance due by March 2012, Weinschenk will have more information forth coming.
 - E. Planner – Shannon Norman (absent)
 - F. Police Department – Tom Sutherlin
 - 1. Councilor Smith gave a special thanks to Volunteer Police Officers David Clodfelter and Kyle Lee.
 - G. Department of Public Works – Brad Phillips
 - H. Water & Wastewater Department – Richard Hedge
 - I. City Attorney - Laurie Robertson Hardwick
- VI. Approval of Minutes
- A. Regular Session May 10, 2011
 - 1. Motion by Jinsie Bingham to accept minutes as corrected, second by Mark Hammer, 5-0, motion carried.
- VII. Old Business
- VIII. New Business
- A. **Resolution 2011-10**, A Resolution Transferring Surplus Property To The City of Greencastle
 - 1. Mayor Murray read this resolution in its entirety. Attorney Hardwick discussed the need for this resolution. Motion by Terry J. Smith to approve as presented, second by Phyllis Rokicki, 5-0, motion carried.
 - B. **Resolution 2011-11**, A Resolution Authorizing Additional Appropriations To The Annual Budget
 - 1. Motion by Adam Cohen to approve as presented, second by Jinsie Bingham, 5-0, motion carried.
- IX. Approval of City Claims
- A. Motion by Mark Hammer to approve all claims as presented for a total of \$596,601.21, second by Phyllis Rokicki, 5-0, motion carried.
- X. Reports
- A. Mayor's Report
 - 1. Colt's tour June 21, 2011 downtown. Percy Julian work has begun and on going. Façade grant construction has been approved by OCRA and will be moving forward soon. RFP's for owner occupied grants were due today and grant administrator RFP's due next week. Met today with INDOT regarding 231 and Veteran's Highway need for widening the road. Will require moving a water line as soon as possible.
 - B. Clerk-Treasurer's Report

1. Clerk Treasurer updated Council and Mayor on fund balances and budget process for 2012.

C. Councilors

1. Phyllis Rokicki Alisa Love received City Scholarship
2. Jinsie Bingham extended congratulation to Chuck Schroeder as official of the year by coaches and officials. Ernie has put together a brochure for the Cemetery with some points of interest. Had a wonderful turn out for the Memorial Day event at the Cemetery.

XI. Adjournment

- A. Motion by Jinsie Bingham to adjourn at 8:00 PM, second by Terry J. Smith, 5-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

City of Greencastle

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Teresa P. Glenn

Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

August 9, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 7:00 PM; upon roll call by Clerk Treasurer Teresa Glenn the following Councilors were present: Adam Cohen, Jinsie Bingham, Mark Hammer, Terry J. Smith and Phyllis Rokicki.

- II. Public Petitions and Comments
 - A. None heard.

- III. Special Requests
 - A. Street Closures
 1. 2nd Annual Covered Bridge Country Buzzard Run -Putnam County Convention & Visitors Bureau – September 25, 2011 from 8:00 AM to 8:00 PM, Franklin St (North side of square) and Indiana St (East side of square) – Sharon Eiteljorge – Tabled from July Council Meeting
 - a. Motion to remove from table by Adam Cohen, second by Jinsie Bingham, 5-0, motion carried. Motion by Adam Cohen to approve this request as presented, second by Terry J. Smith, 5-0, motion carried.
 2. Chiefs' 3rd Annual Street Fair – September 25, 2011 from 7:00 AM to 8:00 PM – East Franklin St to Indiana St to ONB drive way. – Steve Geabes
 - a. Indy New present for this request asking for a change in time from 6:00 AM to 7:00 PM. Beer Garden will be requested through excise upon approval from this council. Motion by Phyllis Rokicki to approve request contingent upon liability insurance received by Attorney, second by Mark Hammer, 5-0, motion carried.
 3. Party in the Park Carnival – Campus Activities – Saturday, August 27, 2011 from 4:00 PM to 10 PM – College St between Hanna & Olive from 6:00 AM to 2:00 AM
 - a. Requesting Noise Waiver also.
 - i. Uzoma Oluka present for this request. Motion by Jinsie Bingham to approve this request as presented with noise waiver approval also, second by Terry J. Smith, 5-0, motion carried.

4. Greencastle Custom Cycle – Scott & Lisa Eaton – Saturday, October 1, 2011 from 6:00 AM to 12:00 Midnight – Indiana from Franklin to Columbia & use of Columbia St Parking Lot.
 - a. Scott Eaton present for this request asking for time change to 6:00 PM; proceeds would be divided and shared with Humane Society, GPD and GFD.
 - i. Motion by Adam Cohen, second by Terry J. Smith, 5-0, motion carried
- B. Noise Waiver Request
 1. Drive – In Movie – DePauw Union Board – Wednesday, August 24, 2011 from 9:00 PM to 11:00 PM- Bowman Park – Uzoma Oluka
 - a. Motion by Adam Cohen to approve request to 12 midnight, second by Terry J. Smith, 5-0, motion carried.
 2. Magician Event – DePauw Union Board- Friday, August 26, 2011 from 10:00 PM to 11:30 PM – Uzoma Oluka
 - a. Motion Terry J. Smith, Phyllis Rokicki second to approve as presented, 5-0, motion carried.

IV. Department Reports

- A. Cemetery – Ernie Phillips
- B. Engineer –
- C. Fire Department – Bill Newgent
- D. Park and Recreation – Rod Weinschenk
 1. Rod Weinschenk shared upcoming events at the park and thanked the administration staff at the aquatics center for a job well done.
- E. Planner – Shannon Norman
- F. Police Department – Tom Sutherlin
 1. Councilor Bingham noticed that we have had 300 more complaints than this time last year. Chief Sutherlin stated he believes this is due to the times we presently are in. He shared law enforcement officers shootings are up 30% to 40% across the country. Councilor Cohen commented on the reserves and the time they are devoting and thanked these individuals.
- G. Department of Public Works – Brad Phillips
 1. Councilor Hammer asked Mayor Murray regarding a cross walk on Shadowlawn that does not have a cross walk sign and asked that this be addressed. Mayor Murray advised that she will address this with Mr. Phillips upon his return from vacation.
- H. Water & Wastewater Department – Richard Hedge
- I. City Attorney - Laurie Robertson Hardwick

V. Approval of Minutes

- A. Regular Session July 12, 2011
 1. Motion by Mark Hammer to approve with change, second by Terry J. Smith, 5-0, motion carried.

VI. Old Business

- A. None heard.

VII. New Business

A. **Resolution 2011-28**, A Resolution Amending Resolution 2011-12 Concurring With An Application To Reclassify Certain Roads Within The City Of Greencastle

1. Mayor Murray read this Resolution in its entirety. Attorney Hardwick reported on the need to amend Resolution 2011-12, Franklin Street was an addition and required this new Resolution.
 - a. Motion by Mark Hammer to approve adoption of Resolution 2011-28, second by Jinsie Bingham, 5-0, motion carried.

B. **Ordinance 2011-2**, An Ordinance Establishing The Size Of The Departments Of City Government Of The City Of Greencastle, Indiana, Fixing Salaries For The Employees Of Such Departments And Fixing The Salaries Of Certain Other Appointed Officials For The Year 2012, **First Reading**

1. Mayor Murray began explaining the reason for 2 different Ordinances 2011-2, one with a 2% salary increase across all salaries and the other without a change from current salaries except for Park Aquatic center. Discussion about not receiving Assessed Values from County yet and need to have this before we move forward on this Ordinance.
 - a. Motion to table this until Assessed Values are received from County by Mark Hammer, second by Adam Cohen, 5-0, motion carried.

C. 2012 Budget Review and Discussion

1. Discussion regarding merit pay for the Police Department and other departments. Councilor Hammer asked Clerk Treasurer Teresa Glenn about amounts in Police Department salaries. Councilor Smith asked Rod Weinschenk about line item for deck chairs.
2. Consensus from Council to allow President Cohen to sign County Council Property Tax Budget Review Form.

VIII. Approval of City Claims

- A. Motion by Mark Hammer to approve, second by Terry J. Smith, 5-0, motion carried.

IX. Reports

A. Mayor's Report

1. Stellar owner occupied \$300,000, will have public meetings; RFQ for parking structure; meeting today with INDOT. They are very committed to moving forward on these projects. Meeting with property owners on Façade project. Wi-Fi Bubble up and going before the end of the year. Downtown TIF will be responsible to fund this. Updating Website with projects moving forward.
2. Percy Julian project has had some issues with water line and valve, replaced and moving ahead on project. Weather dependent upon when this road will be open. City Engineer is taking the lead on this project, helping to keep it moving.
3. Received an invitation from the Lieutenant Governor along with Mr. Dory to visit China and Japan in September.

4. Mayor Murray shared information on 231 and Veteran's Highway. It is an INDOT project. Substantial completion by the end of October.
- B. Clerk-Treasurer's Report
1. Reports provided to Council
- C. Councilors
1. Councilor Adam Cohen reported on a remembrance to be held on September 11, 2011 beginning at 4:00 PM at Robe Ann Park, Kresge if rain. Honoring first responders. Encouraged everyone to attend this special day. This has been a joint effort between many entities and a pleasure working with all these groups.
 2. Cohen also shared council receives very detailed reports from all departments and appreciate their dedication. Will be receiving 620 new college students to our community this next week as well as new employees.
 3. Jinsie Bingham shared that August 12, 2011 Greencastle will receive recognition from the Historic Registry for 3 neighborhoods entered into this registry.
 4. Mark Hammer asked about the Facades beginning yet this year, Mayor Murray shared this will be pushed to spring 2012.
- X. Adjournment
- A. Motion by Jinsie Bingham to adjourn at 8:29PM, second by Mark Hammer, 5-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

City of Greencastle

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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

September 13, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 7:00 PM; upon roll call by Teresa Glenn the following councilors were found to be present: Adam Cohen, Jinsie Bingham, Mark Hammer, Terry J. Smith and Phyllis Rokicki.

- II. Public Hearing - **Ordinance 2011-3**, An Ordinance For Appropriations And Tax Rates
 - A. Mayor Murray opened the Public Hearing by reading the Ordinance in its entirety. Mayor Murray asked for any questions or comments regarding this Ordinance. None heard the Public Hearing was closed on a motion by Adam Cohen and second by Jinsie Bingham at 7:03 PM, 5-0, motion carried.

- III. Public Petitions and Comments
 - A. Bob Sedlack, resident of Greencastle, advisory board member of the A-Way Home Shelter asked to speak. Mr. Sedlack thanked the Council for the support the City has given to the Shelter, totaling \$62,000 over the past 8 years. Sedlack shared that a consultant has been hired to evaluate the operations of the shelter. Joel Rekas of Bloomington was introduced as the consultant hired to begin an evaluation of the shelter. Mr. Rekas hopes to have his evaluation complete sometime in October regarding re-opening of the shelter.

- IV. Special Requests
 - A. Street Closure
 1. 37th Annual Berry Street Flea Market, October 1, 2011, requesting exemption of parking on the South Side of Berry Street and closure of Warren Street.
 - a. Motion by Phyllis Rokicki to approve as requested, second by Terry J. Smith, 5-0, motion carried.
 2. 4th Annual Oktoberfest Highridge Ave October 1, 2011, requesting closure of Highridge to Highwood.
 - a. Motion by Mark Hammer, second by Jinsie Bingham, 5-0, motion carried.

- V. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –

- C. Fire Department – Bill Newgent
- D. Park and Recreation – Rod Weinschenk
- E. Planner – Shannon Norman
- F. Police Department – Tom Sutherlin
 - 1. Councilor Rokicki asked Chief Sutherlin about recent crime spree in the city and for an update. Chief Sutherlin shared that he could only report that the department is working very hard to solve these crimes. Encouraged community to be vigilant in locking their homes and cars and if anyone sees anything out of the normal to call 911 immediately. Chief Sutherlin shared that he will be presenting information for creating neighborhood crime watch areas throughout the City during the fall Ward meetings.
- G. Department of Public Works – Brad Phillips
 - 1. Councilor Hammer thanked Phillips for getting the signage for school crossing on Shadowlawn.
- H. Water & Wastewater Department – Richard Hedge
- I. City Attorney - Laurie Robertson Hardwick

VI. Approval of Minutes

A. Regular Session August 9, 2011

- 1. Motion to approve with corrections by Jinsie Bingham, second by Adam Cohen, 5-0, motion carried.

VII. Old Business

A. **Ordinance 2011-2**, An Ordinance Establishing The Size Of The Departments Of City Government Of The City Of Greencastle, Indiana, Fixing Salaries For The Employees Of Such Departments And Fixing The Salaries Of Certain Other Appointed Officials For The Year 2012, **First Reading**

- 1. Mayor Murray read Ordinance 2011-2 in its entirety.
 - a. Motion by Mark Hammer to adopt Ordinance 2011-2 which includes a 2% salary increase, second by Adam Cohen, 5-0, motion carried.

VIII. New Business

A. **Resolution 2011-29**, A Resolution Authorizing Additional Appropriations To The Annual Budget

- 1. Mayor Murray opened Public Hearing at 7:45 PM. Discussion. Public Hearing closed on a motion by Adam Cohen at 7:49 PM, second by Mark Hammer, 5-0, motion carried.
- 2. Mayor Murray read this Resolution in its entirety. Motion by Jinsie Bingham to adopt Resolution 2011-29 as presented, second by Phyllis Rokicki, 5-0, motion carried.

B. **Resolution 2011-30**, A Resolution of Concurrence With The Historic Findings of DNR Regarding Facades Within The Courthouse Square Historic District

- 1. Mayor Murray read this Resolution in its entirety. Laurie Hardwick explained the need for this Resolution at this time. Motion by Terry J.

Smith to approve as presented, second by Phyllis Rokicki, 5-0, motion carried.

C. **Resolution 2011-31**, A Resolution To Approve The Application For And The Acceptance of Indiana Housing And Community Development Authority Community Development Block Grant-Disaster Relief Funds For The Owner Occupied Housing Rehabilitation Program

1. Mayor Murray read this Resolution in its entirety. The Mayor explained this grant and how it will work in the City. Laurie Hardwick shared that we will be applying for the remainder of funds which are \$700,000. Motion by Adam Cohen to approve as presented, second by Terry J. Smith, 5-0, motion carried.

D. **Resolution 2011-32**, A Resolution Affirming FB Distro Distribution Center LLC (F.B. Distro, Inc.) (2008 Expansion) Of Compliance With Statements of Benefits

1. Mr. Bill Dory presented this request for compliance from F.B. Distro with a recommendation to approve. Mayor Murray read this Resolution in its entirety. Motion to approve by Mark Hammer, second by Jinsie Bingham, 5-0, motion carried.

E. **Ordinance 2011-3**, An Ordinance For Appropriations and Tax Rates, **First Reading**

1. Discussion. Motion by Mark Hammer for adoption, second by Terry J. Smith, 5-0, motion carried.

F. Schedule Date for Special Meeting regarding Ordinance 2011-2 for second reading before September 30, 2011.

1. Mayor Murray asked Council for meeting date for second reading of Ordinance 2011-2. After discussion September 27, 2011 beginning at 7:00 PM was set.

IX. Approval of City Claims

- A. Motion by Mark Hammer to approve all claims as presented, second by Adam Cohen, 5-0, motion carried.

X. Reports

A. Mayor's Report

1. Mayor Murray reported RFQ's for parking garage architect and engineer is set for October 7, 2011 with interviews the following week.
2. Anderson street work is proceeding as well as other street scapes. Façade planning grant closed out; now construction grant will begin.
3. Website presence will have application soon.
4. Bill Dory and Mayor will leave Saturday for China and Japan to return on the 29th.

B. Clerk-Treasurer's Report

1. Teresa Glenn reported to Council year to date revenues, expenses and ending cash balances in all funds. Glenn also shared that State Board of Accounts Auditor is here beginning the 2010 audit.

C. Councilors

1. Adam Cohen reported that Auditor contacted him. Cohen also commented on the 9-11 Events that it was wonderful and thanked

those who participated. Video of event will be broadcast on Channel 3.

2. Cohen also shared there is a group of DePauw students working for awareness of organ donor ship.
3. Councilor Hammer wished Mayor well on her trip to China and Japan. No parking areas update yet? Mayor shared still working on this.
4. Jinsie Bingham shared that tickets for Taste of Putnam County on Sept. 24 from 4:00 to 8:00 PM are still available and the cost are: at door; \$5.00 at Dixie Chopper Business Center.

XI. Adjournment

- A. Motion by Jinsie Bingham to adjourn at 8:26 PM, second by Adam Cohen, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

City of Greencastle

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Teresa P. Glenn

Clerk Treasurer

Greencastle Common Council

Special Meeting

Minutes

September 27, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Council President Adam Cohen called the special session of the Greencastle Common Council to order at 7:00 PM; Teresa Glenn called roll and the following were present: Adam Cohen, Jinsie Bingham, Mark Hammer and Phyllis Rokicki, absent: Terry J. Smith and Susan V. Murray.

- II. Old Business
 - A. **Ordinance 2011-2**, An Ordinance Establishing The Size Of The Departments Of City Government Of The City Of Greencastle, Indiana, Fixing Salaries For The Employees Of Such Departments And Fixing The Salaries Of Certain Other Appointed Officials For The Year 2012, **Second Reading**
 1. President Cohen read the title to this Ordinance and asked for any questions; hearing none; on a motion by Phyllis Rokicki and second by Jinsie Bingham, Ordinance 2011-2 was approved 4-0.

- III. Adjournment
 - A. Hearing no other business, the meeting was adjourned at 7:10 PM on a motion by Jinsie Bingham and second by Mark Hammer, 4-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

City of Greencastle

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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

October 11, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the regular meeting to order at 7:00 PM; upon roll call by Teresa Glenn councilors present were: Adam Cohen, Jinsie Bingham, Mark Hammer, Terry J. Smith and Phyllis Rokicki.

- II. Public Petitions and Comments
 - A. Henry Dambanemuya, DePauw University student asked to speak to the Council and public regarding conflict minerals and the issues associated with the acquiring of these minerals from the eastern Congo. Mayor Murray and the Council will take under consideration this information.

- III. Special Requests
 - A. Street Closure Request
 1. Greencastle Street Party – DePauw Management Fellow Program - Brad Showalter present requesting street closure October 29, 2011 from noon to 3:00 PM, Franklin Street from Jackson to Indiana. Motion by Mark Hammer to approve this request, second by Terry J. Smith, 5-0, motion carried.
 2. Main Street Greencastle – Friday, October 28 from 4:00 PM to 6:00 PM closing Indiana from Poplar to Walnut and block off parking spaces in front of Mason Jewelers. Motion by Adam Cohen to approve second by Terry J. Smith, 5-0, motion carried.

- IV. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –
 - C. Fire Department – Bill Newgent
 1. Chief Newgent spoke promoting open house at the Fire House on Thursday, October 13 from 4:00 PM to 7:00 PM and October as Fire Prevention Month.
 - D. Park and Recreation – Rod Weinschenk
 1. Rod Weinschenk presented his report and shared upcoming programs.
 - E. Planner – Shannon Norman
 - F. Police Department – Tom Sutherlin
 1. Chief Sutherlin reported that his staff will help with traffic on Friday, October 28 during trick or treating times. Also reported that October 29, 2011 from 10:00 AM to 2:00 PM will hold Drug Take Back Day 3

which will be held at the Greencastle High School Parking Lot. Councilor Jinsie Bingham thanked Chief Sutherlin for his Neighborhood Crime Watch Program that he is sharing at the various Ward meetings.

- G. Department of Public Works – Brad Phillips
 - 1. Superintendent Brad Phillips announced leaf pick up season will begin October 24 and run through November 24; following trash routes.
- H. Water & Wastewater Department – Richard Hedge
- I. City Attorney - Laurie Robertson Hardwick
 - 1. Laurie Hardwick reviewed a letter received by a utility customer regarding the lateral water line from the main line to the first valve in the homeowner's yard.
 - 2. Also shared that she was a presenter at the Indiana Housing Conference and shared Stellar Community Grant information

- V. Approval of Minutes
 - A. Regular Session September 13, 2011
 - B. Special Session September 27, 2011
 - 1. Motion by Jinsie Bingham to adopt minutes as presented for both dates as listed above, second by Mark Hammer, 5-0, motion carried.

- VI. Old Business
 - A. **Adoption of Ordinance 2011-3**, An Ordinance For Appropriations and Tax Rates, **Second Reading**
 - 1. Motion by Adam Cohen to adopt 2011-3 on second reading, second by Jinsie Bingham, 5-0, motion carried.

- VII. New Business
 - A. Resolution 2011-33 – A Resolution Adopting The Foxridge Area Neighborhood Revitalization Plan
 - 1. Mayor Murray read this Resolution in its entirety. Motion by Adam Cohen to adopt Resolution second by Phyllis Rokicki, 5-0, motion carried.
 - B. Neighborhood Trick-or Treating Hours
 - 1. Motion by Mark Hammer to approve on Monday, October 31, 2011 from 5:00 PM to 8:00 PM, second by Phyllis Rokicki, 5-0, motion carried.
 - C. November Council meeting date
 - 1. Consensus by Council to move council meeting to Tuesday, November 15, 2011 beginning at 7:00 PM due to November 8 being Municipal Election Day.

- VIII. Approval of City Claims
 - A. Mark Hammer reviewed claims and moved to approve as presented, second by Terry J. Smith, 5-0 motion carried.

- IX. Reports
 - A. Mayor's Report

1. Mayor Murray gave a quick over view of her recent travels to China and Japan. At the IACT Annual meeting the City of Greencastle received the Green City Community Award for the 4th time. Mayor Murray, on a panel presented a speech about sustainability. Interviewing on Wednesday for architect for parking garage. 9-11 Ceremony will run on local Channel 3 following council meeting.
 - B. Clerk-Treasurer's Report
 1. Report to Council on cash balance and audit is going well and plan to finish next week.
 - C. Councilors
 1. Jinsie Bingham shared that Heritage Preservation Society will have tours and events in October.
- X. Adjournment
- A. Motion by Jinsie Bingham to adjourn at 8:25 PM, second by Terry J. Smith, 5-0 motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

City of Greencastle

City Hall
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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

November 15, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the meeting to order at 7:00 PM; upon roll call by Pamela Pierce the following were present: Adam Cohen, Jinsie Bingham, Mark Hammer, Phyllis Rokicki and Terry J. Smith.

- II. Public Hearing
 - A. **Resolution 2011-35**, A Resolution Reaffirming Resolution 2011-13 And Declaring An Economic Revitalization Area And Recommended Tax Deductions (Cuatro LLC and Phoenix Closures, Inc.)
 1. Mayor Murray opened the public hearing at 7:01 PM with Bill Dory presenting this resolution. Discussion. The public hearing was closed at 7:08 PM on a motion by Adam Cohen and second by Terry J. Smith, 5-0, motion carried.

- III. Public Petitions and Comments
 - A. Mayor Murray introduced Bruce Stinebrickner for his report as appointment from this council to the Greencastle Community School Board. Stinebrickner reported new Superintendent is Lori Richmond. He also noted that there appears to be some financial irregularities in the way the Corporation is running. There are also three new principals as well as a new Athletic Director and trainer. He shared the board is trying to hire best teachers, improve standard testing and upgrade computers.

- IV. Special Requests
 - A. International Student Associations – Shreeya Neupari – 1st Annual Greencastle Culture Festival – Franklin Street - April 14, 2012, 2:00 PM to 9:00 PM
 1. Motion by Adam Cohen to approve, second by Mark Hammer, 5-0, motion carried.

- V. Department Reports
 1. Adam Cohen commented on the good work from all the volunteers and the many hours they are putting in. He also commented on water loss being low. Mayor Murray commented on Department of Public Works will continue leaf pick up and the last day will be November 23, 2011.
 - B. Cemetery – Ernie Phillips
 - C. Engineer –

- D. Fire Department – Bill Newgent
 - E. Park and Recreation – Rod Weinschenk
 - F. Planner – Shannon Norman
 - G. Police Department – Tom Sutherlin
 - H. Department of Public Works – Brad Phillips
 - I. Water & Wastewater Department – Richard Hedge
 - J. City Attorney - Laurie Robertson Hardwick
- VI. Approval of Minutes
- A. Regular Session October 11, 2011
 - 1. Motion by Jinsie Bingham to approve with clarification regarding the Mayor's report, second by Mark Hammer, 5-0, motion carried.
- VII. Old Business
- A. None Heard
- VIII. New Business
- A. **Resolution 2011-34** – A Resolution Authorizing Additional Appropriations To The Annual Budget
 - 1. Chief Sutherlin discussed the vests and fire arms purchase. Transfers will allow paying for items. Motion by Terry J. Smith to approve, second by Phyllis Rokicki, 5-0, motion carried.
 - B. **Resolution 2011-35** – A Resolution Reaffirming Resolution 2011-13 And Declaring An Economic Revitalization Area And Recommended Tax Deductions (Cuatro LLC and Phoenix Closures, Inc.)
 - 1. Mayor Murray read Resolution in its entirety. Bill Dory spoke about the team effort to make this happen. Dory was praised for marketing this building and for all he has done beyond the call of duty by the Mayor. Motion by _____
 - C. **Ordinance 2011-3**, An Ordinance Fixing The Salaries Of The Elected Officers Of The City Of Greencastle For The Year 2012, First Reading
 - 1. Motion by Terry J. Smith to approve as presented, second by Adam Cohen, 5-0, motion carried.
- IX. Approval of City Claims
- A. Motion by Mark Hammer to approve claims as presented, second by Jinsie Bingham, 5-0, motion carried.
- X. Reports
- A. Mayor's Report
 - 1. Mayor Murray reported moving ahead with Stellar meetings. She will be speaking in Terre Haute tomorrow. We have an issue with the 2012 Budget and after further checking is completed will report findings in December.
 - B. Clerk-Treasurer's Report
 - C. Councilors
 - 1. Jinsie Bingham spoke about the wonderful people in Greencastle. We had local middle school essay winners in a contest.

2. Adam Cohen shared how proud he is of the Greencastle High School Boys Soccer Team and DePauw Men's team as well.

XI. Adjournment

- A. Motion by Jinsie Bingham to adjourn at 8:15 PM, second by Mark Hammer, 5-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

City of Greencastle

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Teresa P. Glenn
Clerk Treasurer

Greencastle Common Council Regular Meeting Minutes

December 13, 2011

7:00 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the regular meeting to order at 7:00 PM. Roll call by Teresa Glenn, present: Adam Cohen, Jinsie Bingham, Mark Hammer, Phyllis Rokicki; Terry J. Smith absent.

- II. Public Hearing
 - A. None

- III. Public Petitions and Comments
 - A. None heard

- IV. Special Requests
 - A. None heard

- V. Department Reports
 - A. Cemetery – Ernie Phillips
 - B. Engineer –
 - C. Fire Department – Bill Newgent
 1. Councilor Bingham asked regarding the emergency responses for EMS up from last year. Chief Newgent noted these calls involve lift assists and such and they have been called a bit more this year. Chief Newgent reported on the annual drill which was held today. This required a hazardous spill event and is a table top exercise involving 50 to 60 people. The exercise went well.
 - D. Park and Recreation – Rod Weinschenk
 1. Superintendent Weinschenk mentioned a few of the programs coming up in the near future.
 - E. Planner – Shannon Norman
 - F. Police Department – Tom Sutherlin
 - G. Department of Public Works – Brad Phillips
 1. Superintendent Phillips spoke regarding Christmas tree pick-up which will be the first two weeks of January.
 - H. Water & Wastewater Department – Richard Hedge
 - I. City Attorney - Laurie Robertson Hardwick

- VI. Approval of Minutes
 - A. Regular Session November 15, 2011

1. Correction to Superintendent's name Lori Richmond, motion by Mark Hammer, second by Jinsie Bingham to approve with correction, 5-0, motion carried.
 - B. Special Sessions November 28 and November 29, 2011
 1. Motion by Adam Cohen to approve both minutes as presented, second by Jinsie Bingham, 3-0, motion carried.
- VII. Old Business
 - A. **Ordinance 2011-3**, An Ordinance Fixing The Salaries Of The Elected Officers Of The City Of Greencastle For The Year 2012, **Second Reading**
 1. Motion by Mark Hammer to approve as presented, second by Phyllis Rokicki, 5-0, motion carried.
- VIII. New Business
 - A. **Resolution 2011-36** – A Resolution Establishing a Capital Improvement Plan for the county Economic Development Income Tax
 1. Motion by Mark Hammer to adopt this Resolution, second by Adam Cohen, discussion, call for the vote, 5-0, motion carried.
 - B. **Resolution 2011-37** – A Resolution Authorizing Transfer Of Appropriation In The 2011 Budget For The City of Greencastle
 1. Question regarding Park and Recreation transfer of \$17,000 to Park Non-Reverting Capital Fund. Superintendent Weinschenk reported on this request. Motion by Adam Cohen to pass as presented, second by Mark Hammer, 5-0, motion carried.
 - C. **Resolution 2011-38** – A Resolution Authorizing Encumbrances In The 2011 City of Greencastle Budget
 1. Motion by Mark Hammer to adopt as presented, second by Phyllis Rokicki, 5-0, motion carried.
 - D. **Ordinance 2011-4** – An Ordinance Amending Ordinance 2010-4, An Ordinance Establishing the Size Of The Departments Of City Government Of The City Of Greencastle, Indiana, Fixing Salaries For The Employees Of Such Departments And Fixing The Salaries Of Certain Other Appointed Officials For The Year 2011, **First Reading**
 1. Mayor Murray read this
 - a. Motion by Mark Hammer to approve as presented, second by Adam Cohen to approve as presented, 5-0, motion carried.
- IX. Approval of City Claims
 - A. Mark Hammer moved to approve claims as presented, second by Jinsie Bingham, 5-0, motion carried.
- X. Reports
 - A. Mayor's Report
 1. Mayor Murray reported the following; moving forward on South Street, first round of façade grant moving forward, still authorizing owner occupied housing in the south corridor and the area 2 blocks east and west side of Courthouse. Stellar Grant projects on Anderson and Indiana moving forward. Wifi bubble should be coming on board

soon. Website address is on city's website. Swearing in for appointed employees and newly elected individuals will be held December 27, 2011 at 4:00 PM.

B. Clerk-Treasurer's Report

1. Thanked everyone for the past 8 years serving as Clerk Treasurer, as this will be the last meeting.

C. Councilors

1. Councilor Bingham shared that Superintendent Richard Hedge received Safety Award for the Waste water Plant for the 4th year in a row. Congratulations to Hedge and the employees.

XI. Adjournment

- A. Motion by Jinsie Bingham to adjourn at 8:10 PM, second by Mark Hammer, 5-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer

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Teresa P. Glenn

Clerk Treasurer

Greencastle Common Council **Special Meeting** Minutes

December 19, 2011

5:30 P.M.

Greencastle City Hall

- I. Call to Order; Roll Call
 - A. Mayor Murray called the special session to order at 5:31 PM; upon roll call by Teresa Glenn the following councilors were present, Jinsie Bingham, Mark Hammer, Terry J. Smith and Phyllis Rokicki; Adam Cohen was absent.

- II. **Ordinance 2011-4**, An Ordinance Amending Ordinance 2010-4, An Ordinance Establishing The Size Of The Departments Of City Government Of The City Of Greencastle, Indiana, Fixing Salaries For The Employees Of Such Departments And Fixing The Salaries Of Certain Other Appointed Officials For The Year 2011, **Second Reading**
 - A. Mayor Murray read the heading of this ordinance and asked for a vote by the Council; on a motion by Mark Hammer and second by Phyllis Rokicki, the motion carried and was approved 4-0.

- III. Adjournment
 - A. Motion by Jinsie Bingham to adjourn meeting at 5:35 PM and second by Terry J. Smith, 4-0, motion carried.

Susan V. Murray, Mayor

ATTEST:

Teresa P. Glenn, Clerk Treasurer