



**Town of Middletown**  
653 Locust Street  
Middletown, IN 47356  
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MIDDLETOWN TOWN COUNCIL MEETING MINUTES  
JUNE 21, 2016

The Middletown Town Council met on June 21, 2016 in the Public Meeting Room at 653 Locust Street, Middletown, Indiana at 7:00 P.M. The meeting was opened by Town Council President Jake Smith leading those present in the pledge to the flag. Clerk-Treasurer Drew Cooper noted that Council Members Jake Smith, Donita Chambless, Gary Kendall, Dave Wagner, and Betty Riley were present. Town Attorney Joel Harvey was present.

1. The Town Marshal reported that a 7-year-old police dog was available from the Eaton Police Department for free. An informal meeting was scheduled to meet the dog on June 23. The Marshal estimated that the 3-5 week training course that Deputy Amanda Kirby would need to take to certify as a "K-9" handler would cost \$3000 plus \$3000 in hourly pay. Dave Wagner moved to accept the dog as a donation to the Middletown Police Department and pay all costs of the dog handler training (including officer pay) from the Police K9 Fund. Donita Chambless seconded. The motion passed unanimously.

2. The Town Attorney reported that the certified letters he previously mailed to the property owner of the "land-locked" parcel at the north end of 14<sup>th</sup> Street being used as a dumping ground, have all been returned unopened. He said the next step would be to post notice on the property that the owner has 30 days to clean it up or the town will do it and bill the owner the costs. Donita Chambless moved to execute the next step in the enforcement process. Dave Wagner seconded. The motion passed unanimously.

3. The Utilities Superintendent presented some changes she would like in the dress code for utility workers section of the Employee Handbook. The Council requested she also add lists of safety gear by task to the section. The Superintendent said she would have that ready for the next meeting.

4. The Clerk-Treasurer voiced his concerns over the future of the old E-biofuels building in the Norfleet TIF district, which has been vacant for 4 years. The Council President said he would call the Redevelopment Commission President to communicate the desire of the Council to have the Redevelopment Commission take a more active role in helping to market that business property, and that a meeting with the Henry County Economic Development Corporation (EDC) President and the Redevelopment Commission should take place. The Council President instructed the Clerk-Treasurer to call the EDC President and inform him of the Council's desire to market the old E-biofuels building more aggressively.

5. Dave Wagner moved to modify the proposed 2017 Salary Ordinance to include an increase in the Clerk-Treasurer's pay to \$1357 per 2-week pay period. Donita Chambless seconded. The motion passed unanimously.

6. Jake Smith moved to modify the proposed 2017 Salary Ordinance to include an increase in the Town Marshal's pay to \$19.86 per hour. Donita Chambless seconded. The motion passed unanimously.

7. Dave Wagner moved to approve the proposed 2017 Salary Ordinance as now modified. Donita Chambless seconded. The motion passed unanimously.

8. The Clerk-Treasurer read RESOLUTION 2016-06-21-01 A RESOLUTION AMENDING THE MIDDLETOWN EMPLOYEE POLICY HANDBOOK. The change to the handbook modifies the grievance process to handle situations where an employee needs to go directly to the Town Council. Dave Wagner moved to approve the resolution. Donita Chambless seconded. The motion passed unanimously. The Council President instructed the Clerk-Treasurer to make sure new employee handbooks are produced and each employee signs off that they have received one.



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9. The Clerk-Treasurer reported that INDOT has extended the deadline by two weeks (to July 29) to submit an application for the new matching grants available for paving of streets. The Clerk-Treasurer and Utilities Superintendent will present project options to the town council at the next meeting.

10. The Utilities Superintendent reported that dangerous glass is hanging from windows at the vacant house at the corner of 9<sup>th</sup> & High Streets. Dave Wagner moved to authorize the Superintendent to board up the windows on the house. Gary Kendall seconded. The motion passed unanimously.

There being nothing further to come before council, the meeting was adjourned.

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Clerk-Treasurer