

Town Council Meeting
March 9th, 2020
Westport Town Hall

The Westport Town Council met in regular session at the Westport Town Hall, with the following present; Harry Pray III, President, Joyce Brindley, John Organist and Gloria Alumbaugh. Harry Pray called the meeting to order at 6:30 pm followed by the Pledge to the flag. Clerk Treasurer, Gloria Alumbaugh read minutes from the February 10th meeting. The minutes were approved as read and Joyce made a motion to approve, seconded by John.

Signing of Funeral Deeds, Payroll Vouchers, Adjustments & Monthly Bills
Council reviewed Jodi Comer's e-mail regarding the OCRA extension

Town Properties:

Harry explained that he asked Jennifer Loudon to look into 7 properties that have little or no value to the town to determine what could be done with the properties. Jennifer Loudon reported that 6 out of the 7 properties have parcel numbers and could be distributed to adjacent property owners with a simple quit claim which could be done by the town attorney. The town square sections do not have a parcel number and could be distributed by town ordinance. Jennifer added that if the town square was to be sectioned into smaller areas, a land surveyor may need to identify the property coordinates to be divided. Jennifer also added that alley's and right of ways can be distributed by ordinance although not recommended in case the town would need access later. Vote 3:0

Police Department Hire/Oath:

The Clerk Treasurer swore in the new Westport Deputy Marshall Shane Lakins and Reserve Officer Tom Webster. Council signed and approved Shane Lakins employment contract for 2020.

New Police Car Bids:

John presented the bids, explaining that some of the bids included light installation while others did not. John recommended Bob Poynter since that was the cheapest bid of \$44,904.06 which included discount pricing for the town and a light package. Joe Talkington added that they will also need to purchase a radio and laptop stand which will cost at least \$2600. The Clerk Treasurer noted that additional funds would be needed since the original budget was \$40,000. Joyce made a motion that the council approve the bid from Bob Poynter at \$44,904.06 and that the Clerk Treasurer use additional funds from 455 General Fund—Pd – Machinery and Equipment to purchase the new police car, seconded by John.

Town of Westport Indiana Website Update:

Steve reported that the website is completely done and encouraged residents to sign up for the emergency alert system. The website is townofwestportindiana.com

Personnel Handbook Policy Update – Resolution 2020-2:

Gloria passed out copies of the Personnel Handbook and discussed the changes made to the Personnel Handbook such as the name change from Westport Water to Westport Department of Public Works, monthly report requirements and telephone vs. cell phone requirements. Joyce suggested that the council take time to review the changes and the Resolution was tabled for the next meeting.

Capital Assets

Gloria explained that a Capital Assets Plan must be maintained every year for the State Board of Accounts and the first step is for the council to adopt a Capital Assets Policy. The council decided to take the policy under further review until the next council meeting.

Tree Removal on Main St.:

Gabriel Graue presented background information regarding his request to remove three trees on his property. The council asked questions and discussed the request. Harry stated that the council would table the topic for the next meeting so that a tree expert could view the trees and make a professional recommendation on removal.

Millstone Creek & Town Creek Debris Removal:

Harry explained that he and Damon have noticed trees and debris in the creek that prevent water flow and the town needs to decide how to legally move forward to clean out the creek. The town attorney stated that the town can remove debris as long as the land owner permits access to their property. The town will start by contacting landowners adjacent to problem areas in the creek.

Laptop for Damon:

Harry explained that as Damon takes over responsibility of the Community Crossing Grants and other paperwork, he will need a laptop to complete job duties. Joyce made a motion that the town purchase a laptop for Damon, seconded by John.

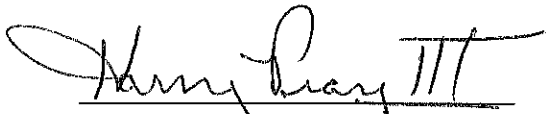
Illegal Meter Tampering Fines:

Gloria reported that approximately every two months meters are being turned on illegally after the water utility has turned the meter off for non-payment. John suggested that a lock be placed on any meter that is turned off each time since locks are not costly. Then if locks are cut off, we have evidence to prosecute for theft. Scott Andrews, the town attorney also suggested updating the ordinance for the next meeting.

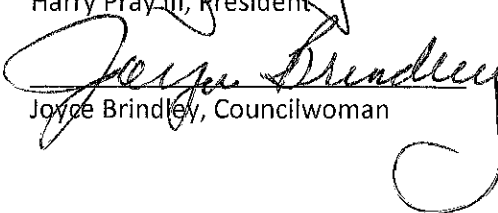
From the Floor:

Barb Winchester spoke briefly regarding towing an abandoned vehicle on Main street.
Deanna Burkhart, county representative from District 3 introduced herself and invited residents to the up coming Lincoln Day Dinner on April 24th.
Bailey Yeager requested a second adjustment for excess water usage due to a water-operated sub-pump. John made a suggestion that the council cut the bill in half and that the rest be paid in monthly payments which the council approved.
Joyce explained that the town would have a week of Clean-up with a town sponsored dumpster in town on April 2nd for residents to use during that time.
The council gave an update on the water project stating that there was an extension for three months while they wait for a permit at the dam be approved. The goal is to start bids in May.
Harry asked that residents make any burning trash/debris complaints to the 911 dispatch so that calls can be recorded and the fire department can respond.

Joyce made a motion to close the meeting, seconded by John.

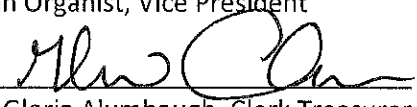


Harry Pray III, President



Joyce Brindley, Councilwoman

John Organist, Vice President



At: Gloria Alumbaugh, Clerk Treasurer