

WHITELAND TOWN COUNCIL
November 12, 2024

Council members present

Richard Hill	
President	<u> X </u>
Tim Brown	
Vice President	<u> X </u>
Brad Goedeker	
Member	<u> X </u>
Debra Hendrickson	
Member	<u> X </u>
Joe Sayler	
Member	<u> X </u>

Other Town Officials

Melissa Fraser	
Clerk Treasurer	<u> X </u>
Carmen Young	
Director of Administration	<u> X </u>
Shaun Young	
Director Of Operations	<u> X </u>
Stephen Watson	
Town Attorney	<u> X </u>

Call to Order

- R. Hill called the meeting to order at 7:00 pm

Pledge

Roll Call – Quorum requirements reached.

Invocation – C. Young

Review and Approval of the Agenda

Minutes 10-8-24

- T. Brown made a motion to approve the 10-8-24 minutes. D. Hendrickson seconded the motion.
PASSED 4-0-1 (B. Goedeker abstained)

Voucher Packet 11-12-24

- J. Sayler made a motion to approve the Voucher Packet 10-8-24. B. Goedeker seconded the motion.
PASSED 5-0

Financial Report

- C. Young reported on the balance of all funds.

Old Business

- **Ordinance 2024-14 – Adjusting Sewer Availability Fee (PUBLIC HEARING)**
 - C. Young discussed sewer availability fee (EDU) increase. Current rate \$2250/EDU. The proposed rate is \$3964/EDU. This does not affect existing utility accounts unless they do a significant expansion.
 - T. Brown asked what type of residential remodels would be charged. C. Young stated it would be on a case by case basis.
 - S. Watson referred to the Town code, residential customers are equal to 1 EDU.
 - R. Hill asked about the effective date. S. Watson stated after Town Council approval and signatures, it will be effective for the next permit that is submitted.
 - T. Brown stated that if the main has to be tapped for a separate structure, then an EDU would be charged, correct? J. Sayler stated that is how he understood it as well.

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- R. Hill opened the public hearing.
 - Brian Gradison – Stillwater – expressed his support of the EDU increase.
 - R. Hill closed the public hearing.
 - D. Hendrickson made a motion to approve Ordinance 2024-14. T. Brown seconded the motion.
- PASSED 5-0**

- **Municipality Owned Vehicles and Equipment – Proper Identification and Logos**

- C. Young discussed the 4 logo options.
 - D. Hendrickson made a motion to select option 4. T. Brown seconded the motion.
- PASSED 5-0**

New Business

- **Ordinance 2024-13 – Adjusting Water Utility Rates and Charges' (Introduction)**

- C. Young explained details regarding adjusting water rates and charging users \$200 for flow tests. Also discussed changes in the capacity charge or System Distribution Charge.
- Water rate increase of 6% each year for 3 yrs.
- T. Brown asked what S. Young's proposal on the 8in meter would be. S. Young stated he would recommend the \$2500 range.
- R. Hill asked about doing rate studies every 5-7 years. C. Young agreed that should be done.
- T. Brown asked to meet with C. Young and S. Young to discuss the water rates further. R. Hill may also be interested.

- **Ordinance 2024-15 – Salary Ordinance for 2025**

- C. Young discussed Salary Ordinance. Raises will be performance based.
- T. Brown stated that Carmen, Slim, Chief, and Clerk Treasurer should be evaluated also, to be fair.
- C. Young stated the clerk treasurer reports to the people. D. Hendrickson stated the state mandates the salary.
- J. Saylor asked if it would be an executive session. S. Watson stated that an executive session could be held but no discussions of salary, compensation, or benefits are allowed.
- J. Saylor feels every Town Council meeting is a performance review of our administrators. He doesn't feel the need to do another review.
- R. Hill stated both Tim and Joe make valid points. It's hard to quantify the goals and objectives (of the administrators) when not discussed previously. But agrees that if it's done for subordinates, it should be done for all.
- Discussions were had about the type of evaluation form to be used. D. Hendrickson and T. Brown stated that documentation is imperative.
- J. Saylor made a motion to approve Ordinance 2024-15. D. Hendrickson seconded the motion.

PASSED 5-0

- J. Saylor made a motion to give all employees a flat \$1000 raise with an additional potential of \$1000 based on performance evaluation from administrators. D. Hendrickson seconded the motion.

PASSED 5-0

- T. Brown made a motion that Town administrators have a performance evaluation conducted by the Town Council in an executive session prior to December 10th meeting. Salary, compensation, and benefits are not to be discussed. D. Hendrickson seconded the motion.

PASSED 4-1

- **Ordinance 2024-16 – Approval of Adjustment of Storm Water User Fee**
 - C. Young discusses new storm water fees.
 - B. Goedeker made a motion to approve Ordinance 2024-16 – 1st reading. J. Sayler seconded the motion.
PASSED 5-0

- **Water / Sewer Utility Budgets**
 - C. Young introduced and discussed the utility budgets and handouts provided.

- **PILOT Analysis / Transfer**
 - C. Young discussed PILOT transfers and analysis provided by Adam Stone.

- **Consideration of Proposal for Parks Board Coaching & Training from Context Design**
 - C. Young discussed the need for training for new Parks Board members.
 - J. Sayler made a motion to approve agreement for the training for Parks Board members. T. Brown seconded the motion.
PASSED 5-0

- **Consideration of Invigorate HR proposal for HR Consulting and Assessment Services**
 - C. Young discussed need for HR for onboarding/offboarding processes and the employee handbook
 - T. Brown asked if this would be someone that town employees could go to with issues? No, this would be to handle processes, per C. Young.
 - R. Hill stated that he'd like a "not to exceed" amount on contract.
 - T. Brown stated he'd like there to be a place employees could go to discuss issues. J. Sayler agreed it would be a good idea to have someone in place that employees can go to.
 - R. Hill stated this would be a good foundation to start on.
 - T. Brown made a motion to allow C. Young to proceed with Invigorate HR Consulting with the intent to look into a rep that would benefit the employees too. J. Sayler seconded the motion.
PASSED 5-0

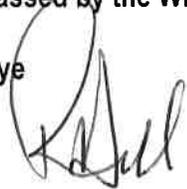
- **Request to Purchase Portable Generator Utilizing Donation Received from the Tornado Disaster Recovery Fund**
 - C. Young explained the donation made to Town from Long Term Recovery Team for generators.
 - D. Hendrickson make a motion to approve purchase of generators. T. Brown seconded the motion.
PASSED 5-0

- **Director of Administration &/or Director of Operations Report**
 - C. Young discussed Board appointments. All wish to continue in their roles.
 - J. Sayler made a motion to reappoint the current sitting members. T. Brown seconded the motion. **PASSED 5-0**
 - C. Young discussed delay in O'Mara paving project. The Town will be 1st on the list next spring.
 - C. Young discussed NPO Grant for Sawmill/Whiteland Rd roundabout. This is a partnership with New Whiteland and the County. Project will start 2028.
 - S. Young let the council know of the 3 new hires in Public Works. Also congratulated Steven Richards on passing the Water test.
 - S. Young discussed updates on interstate lift station.
 - S. Young discussed the purchase of 2 vehicles from the Police Department.
 - J. Sayler made a motion for the Director of Operations to purchase the vehicles. D. Hendrickson seconded the motion. **PASSED 5-0**
 - S. Young explained delays due to insurance regarding the repair to the Street Dept.

Department Head Reports - None
Council Comment -None
Public Comment – None

R. Hill made a motion to adjourn the meeting. The meeting was adjourned at 9:25pm.

Passed by the Whiteland Town Council on this day 10th of December, 2024.

Aye 

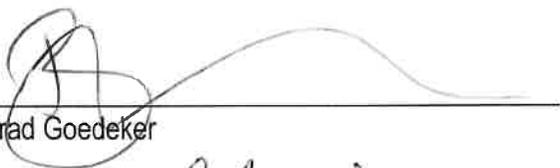
Richard Hill, President

Nay

Richard Hill, President

Tim Brown, Vice President

Tim Brown, Vice President



Brad Goedeker

Brad Goedeker



Debra Hendrickson

Debra Hendrickson

Joseph Sayler

Joseph Sayler

Attest: 

Melissa Fraser, Clerk Treasurer