



January 6, 2020
Common Council

Present:

Mike Hartman, Mayor
Eric Dohner, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Chris Gilvin, Street Supervisor
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Jim Nichols, Police Chief

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:30 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the December 16th meeting were presented. Council Member Davis made a motion to approve the minutes and Council Member Johnson seconded. The motion passed with all in favor.

Mayor Hartman asked for nominations for Council President. Council Member Davis nominated Eric Johnson and Council Member Dohner seconded the motion. There were no other nominations for Council President. The nomination was approved with all in favor.

Mayor Hartman asked the Council if they had any objections to changing the meeting time from 7:30 to 6:30. City Attorney Cedric Hollabaugh stated that an ordinance will need to be passed to change the time. He has posted a draft ordinance on Google Drive with this proposed meeting time change. There was discussion. The Council agreed to start a half hour earlier, not a full hour. Council Member Johnson made a motion to change the meeting time of the Butler Common Council to 7 pm and Council Member Dohner seconded the motion. The motion passed with all in favor.



January 20, 2020
Common Council

Present:

Mike Hartman, Mayor
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Chris Gilvin, Street Supervisor
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Matt Traster, Assistant Police Chief

Absent:

District 1 is vacant

Mayor Hartman opened the regular session of the Common Council at 7:31 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the January 6th meeting were presented. Council Member Davis made a motion to approve the minutes and Council Member Johnson seconded. The motion passed with all in favor.

Ordinance 1703, An Ordinance Amending the Time of Meetings, was presented for its third reading by title. Council Member Johnson made a motion to approve the Ordinance and Council Member Ryan seconded the motion. The motion passed with all in favor. The Council will meet at 7 pm at their next meeting on February 3, 2020.

City Planner Steve Bingham presented the proposed CEDIT Plan for 2020 and 2021. There was discussion. This plan must be filed with the County Auditor. Council Member Johnson made a motion to adopt the CEDIT Plan for 2020 and 2021 with Council Member White seconding the motion. The motion passed with all in favor.

Mr. Bingham reported that the Unsafe Building Report is on Google Drive.



January 20, 2020
Common Council

Assistant Police Chief Matt Traster reported that his department has made 82 contacts for Ordinance Violations with 13 tickets being written as a result. The officers are doing their best to work with the violators as much as possible.

Mayor Hartman reported that the Police Department is handling the ordinance violations because he has been unable to find a suitable code enforcement officer yet. Officers Rowe and Griggs will be coming in on their scheduled days off to work on Code Enforcement. They will be in uniform and will work out of the PD.

City Attorney Cedric Hollabaugh reported that when an ordinance violation ticket is written he gets the ticket first for pre-trial conferences. There is no judge and he explains why the ticket has been written. If he and the violator can reach an agreement, he does so. If an agreement cannot be reached, a court date is scheduled.

Street Supervisor Chris Gilvin reported that the water meter change outs are continuing. They have also handled two snow events. He also reported a problem with a culvert that is located on railroad property which causes Erie and Federal Streets to flood. He will be trying to reach the railroad about the issue.

Water & Wastewater Superintendent Brian Moore went through his monthly and yearly reports.

GIS/IT Coordinator Jennifer Reilly reported that AES has contacted her about providing internet services to the EMS and Butler Clinics. They will need to install something on the water tower and would pay the City of Butler rent for the use of the water tower. They are in the planning stages.

Mr. Hollabaugh reported that the Indiana Legislature is considering a bill that would prohibit cities from requiring property owners to be liable for unpaid utility bills a tenant may leave behind. He will keep the Council updated on the progress of the bill.

Mayor Hartman reported that he has been in contact with Rick Ring, the chairman of the DeKalb County Republican Committee about the open council seat. There are currently 3 people interested in filling it. Mr. Ring hopes to have someone in place by the February 3rd meeting.



January 20, 2020
Common Council

Council Member Davis moved to adjourn at 8:03 pm and Council Member Ryan seconded. The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck

Clerk-Treasurer



February 3, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Chris Gilvin, Street Supervisor
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Jim Nichols, Police Chief
Jennifer Reilly, GIS/IT Coordinator

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the January 20th meeting were presented. Council Member Davis made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Clerk-Treasurer Eck presented **Ordinance 1704, An Ordinance Clarifying How to Record Time Worked and Implementing the Use of Electronic Time Clocks**. She read the proposed ordinance aloud. Council Member Johnson made a motion to approve Ordinance 1704 on its first reading and Council Member Ryan seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that he is considering potential amendments to the Minimum Housing requirements. This includes a Minimum Housing Inspection when a property changes hands or when a new renter moves in, many Indiana towns have such standards.



February 3, 2020
Common Council

Clerk-Treasurer Eck reported that these Minimum Housing Inspections would be part of the Water Account Application Process and would work well with some changes that the Indiana State Legislature is considering for Municipal Water Accounts.

Mr. Bingham reported that he is looking into Knox Box requirements for all new Commercial and Industrial Structures. Many communities have these and they allow Fire Departments to gain access to structures in emergency situations.

Butler Main Street will hold their first public meeting on February 18th.

Police Chief Nichols reported that Officers Rowe and Griggs are working diligently on Code Enforcement. They are making every effort to work with the residents to get the violations corrected.

Chief Nichols also reported that his department is now certified with NIBRS, which is one year ahead of schedule!

Mayor Hartman thanked Officers Rowe and Griggs for their work on Code Enforcement.

Street Supervisor Chris Gilvin reported that the intersection of Elm and Green where the water main break occurred last week had been repaired.

Water & Wastewater Superintendent Brian Moore reported that work continues on the Toxic Reduction Evaluation. It is now in month 13 of the 36 months that the State allows. They have found something that may be causing the problem and will be conducting additional tests at multiple locations.

GIS/IT Coordinator Jennifer Reilly reported that she is working with ESRI to get the Isolation Tool working again. There are some software updates that may make it work properly. She and Mayor Hartman have set a deadline of 30 days to get this software application working again.

Clerk-Treasurer Eck presented a Funding Comparison Chart that was prepared by Dave Wagner to assist in making a decision on how to fund the Long Term Control Plan work that needs to be completed as part of the Agreed Order with IDEM. The chart is based on January 2020 interest rates. The interest rates will probably be different when we start working on obtaining the funding. There was discussion. Council Member Johnson made a motion to go



February 3, 2020
Common Council

with the SRF (State Revolving Fund) and Council Member Davis seconded the motion. The motion passed with all in favor.

Council Member Ryan welcomed Council Member Tracey Hawkins. She takes the Council Seat vacated by Eric Dohner when he became the Street Superintendent.

Mayor Hartman congratulated the Eastside Bowling Team, which placed 3rd in the State.

Mr. Gilvin asked what time is considered late when the time clocks are in full use and if there would be disciplinary action for repeat offenders. Mayor Hartman replied that the late time will need to be discussed, but that he does foresee disciplinary action for repeat offenders. These items are not currently addressed in the Employee Handbook, and it will also be updated.

Council Member Davis moved to adjourn at 7:34 pm and Council Member White seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script that reads "Angela M. Eck".

Clerk-Treasurer



February 17, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Jim Nichols, Police Chief
Jennifer Reilly, GIS/IT Coordinator

Absent: none

Mayor Hartman opened the regular session of the Common Council at 7:05 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the February 3rd meeting were presented. Council Member Davis made a motion to approve the minutes and Council Member Johnson seconded. The motion passed with all in favor.

City Attorney Cedric Hollabaugh introduced proposed Resolution 20-591, A Resolution Articulating the "Sense of the City of Butler Common Council" Regarding Its Opposition to House Bill 1165, Which Will Prohibit Currently Lawful Practices of Municipal Utilities from Requiring Landlords to Sign Instead of Tenants. There was discussion. Mr. Hollabaugh reported that the Town of Highland recently passed a similar resolution. Street Superintendent Eric Dohner stated that if this bill passes, the number of shut-offs would drastically increase. Clerk-Treasurer Angela Eck stated that the passage of this bill could result in higher water rates because the City would not always be able to collect after a tenant moves out.



February 17, 2020
Common Council

Mr. Hollabaugh read the proposed resolution aloud. Council Member Johnson made a motion to approve Resolution 20-591 and requested that it be sent to Senator Kruse. Council Member Davis seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham introduced proposed Resolution 20-590, Adoption of the DeKalb County Multi-Hazard Mitigation Plan. This plan was last revised in 2014. Mr. Bingham read the proposed Resolution aloud. Council Member Davis made a motion to approve Resolution 20-590 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Mr. Bingham reported that Butler Main Street would hold their first Community Meeting tomorrow evening at 6 pm.

Police Chief Nichols reported that Officers Rowe and Griggs are still working on Code Enforcement. His department also received Narcan training last week.

Street Superintendent Eric Dohner reported that his department received training on how to use the water line locator last week. They also have roughly 350 meters left to replace.

Water & Wastewater Superintendent Brian Moore reported that his monthly reports are on Google Drive. There was 1 CSO in January and a 3% water loss.

GIS/IT Coordinator Jennifer Reilly reported that she is working on getting the Isolation Trace working properly again.

City Attorney Cedric Hollabaugh reported he held Pre-Trial Conferences for Ordinance Violations this month with 2 agreements and 6 moved to trials for March. He and Judge Obendorf have decided to hold Pre-Trial Conferences in even months and Trials in odd months.

Clerk-Treasurer Eck presented revised rental agreements for Park Pavilions and the Thompson Block rooms. The revised versions have a column for sales tax added and also state that each employee of the City of Butler receives one free rental per year. Council Member Davis made a motion to approve the revised Rental Agreements and Council Member White seconded the motion. The motion passed with all in favor.



February 17, 2020
Common Council

Council Member Davis moved to adjourn at 7:34 pm and Council Member Johnson seconded.
The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script, reading "Angela M. Eck".

Clerk-Treasurer



March 2, 2020
Common Council

Present:

Mike Hartman, Mayor
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Jim Nichols, Police Chief
Jennifer Reilly, GIS/IT Coordinator

Absent:

Eric Johnson, Council District 4
Tracey Hawkins, Council District 1

Mayor Hartman opened the regular session of the Common Council at 7:15 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the meeting February 17th were presented. Council Member Davis made a motion to approve the minutes and Council Member Ryan seconded. The motion passed with all in favor.

City Attorney Cedric Hollabaugh introduced proposed Ordinance 1705, An Ordinance Amending the City of Butler Employee Manual. This proposed amendment would allow the City to enter into any agreement with any potential or current employee. Mr. Hollabaugh will post this proposed ordinance on Google Drive. He would like to do first reading at the Council meeting on March 16th.

City Planner Steve Bingham reported that Indiana Brownfields and Indiana Finance Authority have received a grant from the EPA to start cleanup at the Butler Company site. They have requested proposals for Environmental Assessments of the site. Clearing debris is not part of this grant, this is only for the planning. Mr. Bingham will be discussing a possible cleanup grant with OCRA on Wednesday.



March 2, 2020
Common Council

Mr. Bingham reported that the Family Dollar property did not sell at the auction but it did sell after the auction. He is trying to determine who the purchaser is. Mr. Bingham also reported that he has sent Tax Abatement Compliance Forms out to the companies and property owners who have current tax abatements. They have until March 13th to return them. He would like the Council to take action on the Tax Abatement Compliance Forms at the first meeting of April.

Police Chief Jim Nichols reported that Ordinance Violations have slowed down because of the snow and mud. It will pick back up once the weather is better.

Mayor Hartman reported that he would be interviewing someone for the Code Enforcement position. This individual may take the position around April 1st.

Street Superintendent Eric Dohner reported that he has made some improvements to how snow plowing is done. The Water Department is still actively replacing meters. He also reported that Therma-Tru has donated 20 pallets of cement to the City with an estimated value of \$14,000.

GIS/IT Coordinator Jennifer Reilly reported that she is still working on the Water Valve Isolation Trace. She is also working on the new phone system and the software for the camera truck.

City Attorney Cedric Hollabaugh reported that the Indiana Senate did pass House Bill 1165 with several changes. The House now needs to approve the changes.

Clerk-Treasurer Angela Eck presented an Application to the Wastewater State Revolving Fund Loan Program. This will begin the process to obtaining funding for the Agreed Order and Long Term Control Plan. Council Member Davis made a motion authorizing Mayor Hartman to sign the application and Council Member Ryan seconded the motion. The motion passed with all in favor.

Mr. Hollabaugh stated that he will reach out to Randy Rompolo and request that he represent the City as Bond Council for the State Revolving Fund.

Amy Prosser requested that the calendar on the City's website be updated.



March 2, 2020
Common Council

Council Member Davis moved to adjourn at 7:29 pm and Council Member White seconded.
The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck

Clerk-Treasurer



March 16, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Jim Nichols, Police Chief

Absent:

Tammy Davis, Council District 3

Mayor Hartman opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the March 2nd meeting were presented. Council Member made a motion to approve the minutes and Council Member seconded. The motion passed with all in favor.

City Attorney Cedric Hollabaugh asked the Council if they were ready for the first reading of proposed **Ordinance 1705, An Ordinance Amending the City of Butler Employee Manual**. They stated that they are. Mr. Hollabaugh explained that the proposed amendment to the Employee Manual would allow the City to enter into an employment agreement for any new hires if they desire. Mr. Hollabaugh then read the ordinance aloud. Council Member Johnson made a motion to approve Ordinance 1705 on its first reading and Council Member White seconded the motion. The motion passed with all in favor. Council Member Johnson made a motion to approve Ordinance 1705 on its first reading by title and Council Member Ryan seconded. The motion passed with all in favor. Council Member Johnson made a motion to suspend the rules and Council Member White seconded. The motion passed with all in favor. Council Member Johnson made a motion to approve Ordinance 1705 on its final reading by title and Council Member Hawkins seconded the motion. The motion passed with all in favor.



March 16, 2020
Common Council

Clerk-Treasurer Eck introduced an Infection Disease Outbreak Response Plan. There was discussion. Council Member Ryan made a motion to approve the plan and Council Member White seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that Indiana Brownfields is reviewing proposals for putting together a Cleanup Plan for the Butler Company site, which were due to them last Thursday. They are scheduled to approve a proposal on March 23, but that could change due to the Coronavirus. Mr. Bingham is also working with OCRA on additional options for cleaning up the site and creating a Redevelopment Plan.

Mr. Bingham reported that all of the Tax Abatement Compliance Forms were returned to him by last Friday. He will put the information on Google Drive when he has it ready. He will also include information on how tax abatements work. He would like the Council to consider these Tax Abatement Compliance Forms at their next meeting on April 6.

Police Chief Jim Nichols reported that he will be submitting paperwork for the 7th officer to the Indiana Public Employee Retirement Plan this week.

Street Superintendent Eric Dohner reported that Cemetery Cleanup is next week. There is a sign posted at the cemetery, information about it has been on Facebook for at least a month and it has been advertised in the newspaper. Council Member Johnson confirmed that items that are attached to the stone or foundation will NOT be removed. Mr. Dohner replied in the affirmative.

Mr. Dohner also reported that his department swept the streets for three and a half days last week. They collected approximately 25 tons of debris.

Water/Wastewater Superintendent Brian Moore reported that the Street Sweeping removes a lot of debris that can plug up sewers and take up valuable space at the treatment plant. It also helps reduce the level of mercury and other chemicals at the plant.

City Attorney Cedric Hollabaugh reported that many communities are requesting permission to meet electronically; however, this does violate the Open Door Law. He said that the Public Access Counselor is looking into this issue and should have a report available soon. Right now, the only option is to cancel meetings due to the Coronavirus.



March 16, 2020
Common Council

Clerk-Treasurer Eck reported that the State Board of Accounts is currently at City Hall to perform an audit of years 2017 and 2018.

Mr. Hollabaugh reported that House Bill 1165 did pass the Indiana House, it is now awaiting the governor's signature. This bill will change how new utility accounts can be set up.

Council Member Hawkins moved to adjourn at 7:27 pm and Council Member Ryan seconded. The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck

Clerk-Treasurer



April 20, 2020
Common Council

Present:

Mike Hartman, Mayor
Eric Johnson, District 4 Council
Angela Eck, Clerk-Treasurer
Jim Nichols, Police Chief

Present by Call-In:

Bob Haywood, Board of Works
Steve Bingham, City Planner
Tammy Davis, District 3 Council
Eric Dohner, Street Superintendent
Tracey Hawkins, District 1 Council
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Gale Ryan, District 2 Council
Paul Elling, Donohue and Associates
David Wagner, Wastewater Consultant

Mayor Hartman opened the regular session of the Common Council at 7:15 pm at 215 South Broadway.

Attendance by Rollcall.

The minutes from the March 16th meeting were presented. Council Member White made a motion to approve the minutes and Council Member Ryan seconded. The motion passed by a rollcall vote with none opposed.

Paul Elling of Donohue and Associated presented the Preliminary Engineering Report for the Wastewater Project. Mr. Elling stated that the Council would normally have to hold a Public Hearing before submitting this document to the State Revolving Fund Loan Program. The State has relaxed those requirements due to the COVID-19 Pandemic. The State has also requested that this document be submitted 30 days earlier than normal. The Council will still be required to hold a Public Hearing, but it could be several months out. Mr. Elling requested permission to submit the PER (Preliminary Engineering Report) now so that it can be given extra points for doing so.



April 20, 2020
Common Council

There was some discussion. Mayor Hartman requested that the document show that the City has \$1 million on hand to put towards the project, even though it is not required. Mr. Wagner also requested that the \$1 million be reported because it shows good fiscal management on the City's behalf. Mr. Elling stated that the PER does contain some items that may be removed from the project at a later date. These items are included now because it is much easier to remove items than to try to add them at a later date. City Attorney Cedric Hollabaugh also stated that he has reviewed the document.

Council Member Davis made a motion to submit the Preliminary Engineering Report to the State Revolving Fund Loan Program and Council Member Hawkins seconded the motion. The motion passed by a rollcall vote with none opposed.

Resolution 20-592, A Resolution Approving Declaration of Public Health Emergency and Exercise of Emergency Powers, was presented by City Attorney Cedric Hollabaugh. Mr. Hollabaugh stated that Executive Orders are only good for 7 days unless the Common Council approves an extension of it. Mr. Hollabaugh then read the proposed resolution aloud.

Council Member Davis asked for clarification on item number 4; she thought that it should be the Council President. Mr. Hollabaugh stated that this is an exception to that, the Mayor is permitted to appoint anyone to submit claims to the Clerk-Treasurer for payment. Council President Johnson asked about the status of future meetings. Mayor Hartman replied that he will wait until May 1 to make a final decision, but that the meeting would be a teleconference if necessary. Council Member Ryan made a motion approving Resolution 20-592 and Council Member White seconded the motion. The motion passed by a rollcall vote with none opposed.

City Planner Steve Bingham introduced **Draft Ordinance 1706, An Ordinance to Establish Chapter 159 in the Butler, Indiana Code of Ordinance, "Tent, RV, Vehicular and Accessory Structure Camping Within the Butler Corporate Limits"**. Mr. Bingham stated that it is needed because multiple reports are being made of people living in RVs and tents. There have been four different occurrences within the last 10 days. This is a safety issue. Mr. Bingham read the proposed ordinance aloud.

Council Member Hawkins asked if this proposed ordinance includes Northcrest Trailer Court. Mr. Bingham stated that it does. She then asked if this would result in more homeless people in Butler. Mayor Hartman and Police Chief Nichols said that it would not. All affected people would be taken to a homeless shelter or a church would be asked to help with housing assistance.



April 20, 2020
Common Council

Mr. Wagner asked if there is anything in the proposed ordinance to prohibit connection to the water and sewer systems. Mr. Bingham stated that it doesn't at this time and requested that Mr. Wagner supply the appropriate wording.

Council Member Davis made a motion to approve Ordinance 1706 as amended with the prohibition of connecting to water and sewer with Council Member Ryan seconding the motion. The motion passed by a rollcall vote with none opposed.

Mr. Bingham presented a summary of the CF-1s (Summary of Tax Abatement Reports) for 2019. He also described the tax abatement process and the purpose of the CF-1s. He recommends that the Council approve them for 2019. Mr. Hollabaugh stated that the Council can approve all of them in one motion. Council Member Johnson made a motion to approve all of the CF-1s for 2019 and Council Member Davis seconded the motion. The motion passed by a rollcall vote with none opposed.

Mr. Bingham presented his Review of the Butler Code of Ordinances. There are many items that either need to be updated or removed. He asked the Council to look it over and give him recommendations as to how they would like to proceed. It can either be done all at one time or over a period of time.

Mr. Bingham reported that Indiana Michigan Power will be working on line upgrades and will be upgrading the existing substation located on Walnut Street.

Police Chief Jim Nichols reported that he is looking for alternative ways for the officers to complete their annual training requirements. All in-person training has been cancelled due to the COVID-19 Pandemic.

Street Superintendent Eric Dohner reported that his department is working on their normal spring jobs, park cleanup, ball diamonds, mowing, and cemetery cleanup. They are also checking to make sure that the play equipment is not being used.

Water & Wastewater Superintendent Brian Moore reported that his reports are on Google Drive. The Wastewater Treatment Plant had four permit violations in the last month for Ammonia and pH. They have found the cause of this and it should not happen again.



April 20, 2020
Common Council

Clerk-Treasurer Eck presented a Draft Continuity of Operations Plan, which is required by the State Board of Accounts. She is still working on it and hopes to have it completed for the next meeting.

Clerk-Treasurer Eck also presented information on a Proposed Sick Bank Policy. There was discussion. The Council would prefer an actual bank, versus allowing employees to donate paid time off to another. She will have a policy drafted for the next meeting.

Council President Eric Johnson thanked Police Chief Jim Nichols for his service to the citizens of Butler. This is Chief Nichols last Council meeting as an employee because he is retiring on April 30th.

Mayor Hartman introduced Mark Heffelfinger as the new police chief, starting on May 1. Chief Heffelfinger gave some background information on himself to the Council.


Mayor Hartman stated that hopefully he will be able to have Chief Nichols back to a Council meeting in May for a true thank you. He would like everyone to be able to thank him in person.

Mayor Hartman stated that Mike Fry will be the Code Enforcement Officer starting tomorrow, April 21st. He will probably be working Monday, Wednesday and Friday from 8 am to 4 pm. His office will be in the Police Department.

Council Member Johnson moved to adjourn at 8:28 pm and Council Member White seconded. The motion passed by a rollcall vote with none opposed.

Mayor

Common Council


Clerk-Treasurer



May 4, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent

Absent:

None

Mayor Hartman opened the regular session of the Common Council at 7:04 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the meeting April 20th were presented. It was noted that Clerk-Treasurer Eck did not include Council Member White in the attendance. He was in attendance. Council Member Davis made a motion to approve the minutes as amended and Council Member Ryan seconded. The motion passed with all in favor.

Proposed Ordinance 1706, An Ordinance to Establish Chapter 159 in the Butler, Indiana Code of Ordinance, "Tent, RV, Vehicular and Accessory Structure Camping Within the Butler Corporate Limits" was presented for its second reading. City Planner Steve Bingham went over the language that Mr. Wagner has suggested be added to it concerning water and sewer hookups. It is scheduled for a Public Hearing on June 1. Mr. Bingham also stated that additional language may be added as a result of comments made by the public and council on it. Council Member Johnson made a motion to approve Ordinance 1706 on its second reading by title as amended and Council Member Davis seconded the motion. The motion passed with all in favor.



May 4, 2020
Common Council

City Planner Steve Bingham gave an update on the Butler Company site cleanup. Glen Howard with SES Environmental is still working on the cleanup plan. It is coming together and when he is done, the City will have a basic roadmap on how to deal with the site. Paul Elling from Donohue Engineering and Dave Wagner also gave some input on possibly running part of the south side storm sewer project through the site. There are fewer obstacle here versus the site currently under consideration.

Mr. Bingham also presented information on how to use Beacon to lookup property information and on how to use Google Drive.

Council Member Ryan asked if any actual testing for contaminants was being done at the Butler Company site. Mr. Bingham stated that testing was done last year. The location of any possible contaminants will be taken into consideration when planning any possible storm sewers through the site.

Police Chief Mark Heffelfinger reported 84 incidents since the last meeting. The number of incidents is down because of the COVID-19 Pandemic.

Street Superintendent Eric Dohner reported that his department is working on mowing and ball field maintenance. They still have not been able to obtain any topsoil for the cemetery. He asked about the reopening of the playgrounds. Mayor Hartman reported that playgrounds cannot open until at least May 24th according to the Governor's "Back on Track" Plan. Mayor Hartman is going to meet with Dr. Stephens from the school to discuss youth league sports.

City Attorney Cedric Hollabaugh reported that all Code Enforcement Pre-trials have been rescheduled for June and that all trials have been continued to July. He is also working on updating the Code Enforcement Policy and the Code Enforcement Job Description so that they match and are one document.

Clerk-Treasurer Eck presented the proposed Sick Bank Policy. She read it aloud. There was discussion. Council Member Ryan made a motion to approve the Sick Bank Policy and Council Member White seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck requested that if anyone has problems with Google Drive to please see her or Mr. Bingham.

There was discussion on using Zoom if any meetings need to be done remotely in the future.



May 4, 2020
Common Council

Mayor Hartman reported that the City now owns 234 W. Main and would like to sell it. There was discussion on the process to do so. Mayor Hartman also reported that he would like the City to gain ownership of other lots that we are mowing and then sell them as well.

The Council will recognize former Police Chief Jim Nichols at their meeting on May 18th. The new Code Enforcement Officer Mike Fry will also be at the next meeting.

Council Member Davis moved to adjourn at 7:30 pm and Council Member Hawkins seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script that reads "Angela M. Eck".

Clerk-Treasurer



May 18, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Mike Fry, Code Enforcement Officer
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the May 4th meeting were presented. Council Member Johnson made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Proposed Ordinance 1706, Camping in Butler, was discussed. The current version, which has passed on second reading, states that camping is limited to three nights. Mr. Bingham would like to add that anything over three nights would require a permit from the city, but there would not be a charge for the permit. There was discussion. Mr. Bingham will draft some of the suggested changes and send it to the Council for further comments. The Council will hold a Public Hearing on this proposed Ordinance June 1 at 7 pm.



May 18, 2020
Common Council

Proposed Ordinance 1709, An Ordinance Declaring a Residentially Distressed Area (402 Westward), was introduced for its first reading. Mr. Bingham read the ordinance aloud. Council Member Davis made a motion to approve Ordinance 1709 on its first reading and Council Member Johnson seconded the motion. The motion passed with all in favor. Council Member Johnson made a motion to approve Ordinance 1709 on its second reading by title and Council Member Davis seconded the motion. The motion passed with all in favor. The third reading will be held at the June 1st meeting.

City Planner Steve Bingham reported that SES Environmental has completed their field review of the Butler Company site and will have the complete report to Indiana Brownfields by the end of the month.

Street Superintendent Eric Dohner reported that his cleanup plans for Memorial Day are not out the window because of all the rain. They have been working hard to have the cemetery ready and have leveled off over 40 graves and lots of ruts. They also did a lot of work at the parks and ball diamonds, but everything is under water now.

Mayor Hartman reported that he and Dr. Stephens have coordinated to come up with a plan for using the ball diamonds. The dugouts will not be usable and sanitizing must be done at certain times.

Water & Wastewater Superintendent Brian Moore reported that his monthly reports were on Google Drive. There were no Combined Sewer Overflows (CSOs) in April.

City Attorney Cedric Hollabaugh reported that he has been approached by the Eastside Little League Football about taking over the financial management of their league. The Recreation Board has been discussing it for several months now. Mr. Hollabaugh is working on an agreement between the City and the Football League to do this. There was discussion on how it would all work out. Clerk-Treasurer Eck stated that she would need to see how much money they handle in a year and their budget to be able to get into specifics on how the disbursing of funds would work. Mr. Hollabaugh will request a budget from them.



May 18, 2020
Common Council

Clerk-Treasurer Eck presented the 2020 Circuit Breaker Report. The City will not receive \$9,233.52 in property tax revenue due to the Circuit Breaker. She will be preparing a resolution to reduce the 2020 Budget, which will help fund the proposed 2021 Budget.

Clerk-Treasurer Eck presented information on the Local Income Tax Supplemental Distribution for 2020. The City has received an additional \$142,354 in revenue that has been distributed to the General Fund, Public Safety Local Income Tax Fund and the CEDIT Fund. An Additional Appropriation would be required to spend these monies.

Clerk-Treasurer Eck presented a "Continuity of Essential Operations" as required by the State Board of Accounts. There was discussion. Council Member Davis made a motion to approve the plan and Council Member Ryan seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck requested the Council to make a decision on suspension of penalties. There was discussion. If shut-offs for non-payment had been done today as usual, there would have been 50 services turned off. There are normally around 13. Council Member Johnson requested that a letter be sent to all of these accounts with information about payment plan options. Council Member Johnson made a motion to suspend penalties up to July 4 and Council Member Hawkins seconded the motion. The motion passed with all in favor.

Mayor Hartman introduced Mike Fry as the Code Enforcement Officer, he has now been working four weeks and we are already beginning to see efforts being made to clean up the City. Mr. Fry will be working Monday, Wednesday and Friday from 9 am to 4 pm.

Mayor Hartman also reported that Fire Chief Shultz informed him that the Fire Department will be assisting with a Parade for Graduating Seniors on Sunday the 24th. Lineup is at 3 pm. The Main Street Organization will be decorating downtown this weekend for the seniors as well.

Mayor Hartman presented Retired Police Chief Jim Nichols with a plaque recognizing his 23 years of service to the City of Butler. Chief Nichols stated that it has been an honor and privilege to serve the City of Butler. He is proud of all that has been accomplished during his tenure. He also stated that Chief Heffelfinger will be a good chief.



May 18, 2020
Common Council

Mayor Hartman reported that American Legion Post 202 will be holding a very small service on Monday at the cemetery. There will not be a speaker.

Amy Prosser thanked the City Officials and Employees for the positive changes that are being made.

Council Member Davis moved to adjourn at 7:58 pm and Council Member White seconded. The motion passed with all in favor.

Mayor

Common Council


Clerk-Treasurer



June 1, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Paul Elling, Donohue & Associates
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent
Dave Wagner, Wastewater Consultant

Absent:

Eric Dohner, Street Superintendent

Mayor Hartman opened the **Public Hearings for the City's Combined Sewer Overflow (CSO) Long Term Control Plan (LTCP) Amendment 1 and the Preliminary Engineering Report (PER) as a component of the application for a State Revolving Fund (SRF) loan.** at 7:10 pm. He then turned the hearing over to Paul Elling of Donohue and Associates. Mr. Elling went through the history of the LTCP and where the Wastewater Utility is at this point in time. Mr. Wagner then gave a little bit of information on the Use Attainability Analysis (UAA). Mr. Wagner doesn't see any problems with a UAA being approved because we already have documented proof that Big Run is not being damaged by any CSO's. Mr. Elling then continued with slide 25 of the presentation, which moved to the Preliminary Engineering Report. See Attachment 1.

The Public Comment period has been extended until June 15th for the Long Term Control Plan Amendment 1 and the Preliminary Engineering Report. Any comments may be sent to Mr. Elling at Donohue or to Clerk-Treasurer Angela Eck.

Mayor Hartman declared the public hearings closed at 7:52 pm.

Mayor Hartman then declared the **Public Hearing for the "Camping in Butler Fines and Fees"** open at 7:53 pm.



June 1, 2020
Common Council

City Planner Steve Bingham went over the proposed ordinance and the new terminology. He asked for any comments or questions.

Hearing no comments or questions, Mayor Hartman declared the public hearing closed at 7:57.

Mayor Hartman opened the **Regular Session** of the Common Council at 215 South Broadway at 7:59 pm.

Pledge of Allegiance

The minutes from the May 18th meeting were presented. Council Member Davis made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Ordinance 1706, An Ordinance to Establish Chapter 159 to the Butler, Indiana Code of Ordinances, "Tent, RV, Vehicular and Accessory Structure Camping Within the Butler Corporate Limits" was presented for its third reading by title. Council Member Johnson made a motion to approve Ordinance 1706 as Amended for its third reading by title and Council Member White seconded. The motion passed with all in favor.

Ordinance 1709, An Ordinance Declaring a Residentially Distressed Area, was presented for its third reading by title. Council Member Davis made a motion to approve Ordinance 1709 on its third reading by title and Council Member Ryan seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that the Recreation Board had approved a Disc Golf course for Maxton Park at their last meeting. Work has now begun on the project, which is being designed by Brian Miller. Mr. Bingham stated that 1) this is NOT golf, Frisbees are used instead of golf balls, 2) the course is east of Big Run and few trees will be removed, 3) the trails for the course can also be walked by pedestrians and 4) Park Pavilions will still be able to be used by the public.

The Disc Golf course will be an attraction for Butler and was supported by a survey conducted by the Recreation Board.



June 1, 2020
Common Council

Police Chief Mark Heffelfinger reported that there are some issues with the City's Fireworks Ordinance, it doesn't match the State's in some places.

City Attorney Cedric Hollabaugh reported that he has looked into the issues with the Fireworks Ordinance. The City will need to make some revisions to theirs. He will start working on them.

Mr. Hollabaugh reported that he has been working with the Code Enforcement Officer, Mike Fry and that they are making good progress.

Clerk-Treasurer Eck presented a report to the Common Council on the Wastewater Utility as required by Ordinance 1657. The report is late, which means the 3rd rate increase in the ordinance cannot be instituted. There was discussion. The Council does not want any rate increases at this time due to COVID-19. Council Member Davis made a motion to delay any wastewater rate increases until 2021 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck reported that the Butler Days Festival would move forward as planned.

Council Member Davis moved to adjourn at 8:16 pm and Council Member Ryan seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script that reads "Angela M. Eck".

Clerk-Treasurer



June 15, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent

Absent:

Tammy Davis, Council District 3

Mayor Hartman opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the June 1st meeting were presented. Council Member White made a motion to approve the minutes and Council Member Ryan seconded. The motion passed with all in favor.

Resolution 20-593, Budget Reduction for 2020, was presented and read aloud by Clerk-Treasurer Eck. Council Member Johnson made a motion to approve Resolution 20-593 and Council Member Hawkins seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham presented **draft Ordinance 1707, Street Number System**, to the Council. He asked the Council Members to look it over and let him know if they have any questions. He would like to do first reading at the meeting on July 6.

City Attorney Cedric Hollabaugh presented **draft Ordinance 1712, An Ordinance Amending the Fireworks Ordinance, Section 92.06**, to the Council. The City's current ordinance on fireworks does not match the state, so it needs to be revised. He asked the Council to consider what dates fireworks will be allowed in the City other than the dates around the Fourth of



June 15, 2020
Common Council

July that the State has said are allowed. There was discussion. The Council would like to add that "special events as designated by the Council" will also be allowed. Mr. Hollabaugh will add that language.

City Planner Steve Bingham reported that he received a Development Plan from Forest River for a new building earlier today. The Street Superintendent and Water/Wastewater Superintendent will need to review the plans as well.

The Recreation Board will meet on Tuesday the 23rd at Maxton Park.

Butler Main Street will be putting up Fourth of July decorations this coming weekend.

Dawn Mason of Eastside Little League stated that she is here to answer any questions the Council may have about the proposed agreement between them and the City.

Mr. Hollabaugh informed the Council that the proposed agreement states that the City will operate and maintain a fund for the Eastside Little League Football for the sum of One Dollar. This is a year to year agreement and the League will need to keep a list of authorized members with the City in order to disburse any funds. The Board of Works would need to authorize any release of funds over \$2,000. The Clerk-Treasurer would be able to release any amounts under the \$2,000. Council Member Hawkins made a motion to authorize Mayor Hartman to sign the agreement with the Eastside Little League Football and Council Member White seconded the motion. The motion passed with all in favor.

City Attorney Cedric Hollabaugh introduced **draft Ordinance 1708, An Ordinance Establishing an Eastside Little League Football Fund**, and read the proposed Ordinance aloud. Council Member Johnson made a motion to approve Ordinance 1708 on its first reading and Council Member Ryan seconded the motion. The motion passed with all in favor.

Street Superintendent Eric Dohner reported that they have continued working on the Disc Golf Course and that trails have been cut through the woods for it. His department has also done the following:

- Repaired a water service line
- Flushed fire hydrants
- Two rounds of brush pickup as a result of the storm
- Filling in holes left by tree removal and putting down grass seed



June 15, 2020
Common Council

Water & Wastewater Superintendent Brian Moore reported that his department will start cleaning tanks soon.

Mayor Hartman asked Mr. Moore if the issue with the chlorine supply at the water plant had been corrected since it didn't turn off over the weekend. Mr. Moore stated that they had replaced a valve and it is corrected now.

Clerk-Treasurer Eck presented a "Declaration of Fiscal Body from the Butler Public Library" and read it aloud. Council Member White made a motion authorizing Council President Eric Johnson to sign it and Council Member Hawkins seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck reported that the Butler/Wilmington Fire Territory Board would hold a meeting on June 25th at 6:30 pm at City Hall.

Council Member Johnson moved to adjourn at 7:36 pm and Council Member Hawkins seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script that reads "Angela M. Eck".
Clerk-Treasurer



July 6, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Mark Heffelfinger, Police Chief
Brian Moore, Water & Wastewater Superintendent

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the June 15th meeting were presented. Council Member Johnson made a motion to approve the minutes and Council Member Ryan seconded. The motion passed with all in favor.

Mandy Cline with Goodwill Industries gave a presentation of what Goodwill Industries does to help at risk students with independent living skills, job skills, resumes, job applications and interview skills. She thanked the City of Butler for the opportunities that have been given to her students this summer. The students have grown a lot through these experiences.

Clerk-Treasurer Angela Eck presented and read aloud **Resolution 20-594, Joint Resolution of the Butler Common Council and Board of Public Works and Safety, Establishing a Temporary Procedure for Utility Billing and Shut-Off Suspension Due to COVID-19**. Council Member Davis made a motion to approve Resolution 20-594 and Council Member Ryan seconded the motion. The motion passed with all in favor.



July 6, 2020
Common Council

Ordinance 1708, An Ordinance Establishing an Eastside Little League Football Fund, was presented for its second reading by title. Council Member Johnson made a motion to approve Ordinance 1708 on its second reading and Council Member Davis seconded the motion. The motion passed with all in favor. Council Member Davis made a motion to approve Ordinance 1708 on its third reading by title and Council Member Ryan seconded the motion. The motion passed with all in favor.

Ordinance 1712, An Ordinance Amending the Fireworks Ordinance, Section 92.06, was presented and read aloud by Clerk-Treasurer Eck. Council Member Hawkins made a motion to approve ordinance 1712 and Council Member Davis seconded. The motion passed with all in favor. Council Member Davis made a motion to approve Ordinance 1712 on its second reading by title and Council Member Johnson seconded the motion. The motion passed with all in favor.

Ordinance 1713, An Ordinance for Additional Appropriations, was presented and read aloud by Clerk-Treasurer Eck. She added Fund 276, Redevelopment Commission Downtown Project to the list with a request for \$100,000 for capital outlays. The version that the Council has does not include this. Council Member Johnson made a motion to approve Ordinance 1713 as amended and Council Member Ryan seconded the motion. The motion passed with all in favor.

Resolution 20-595, Governmental Lease-Purchase Agreement No. 2020-1, was presented and read aloud by Clerk-Treasurer Eck. This lease will cover the new leaf vacuum and refurbished street sweeper for a term of three years with a dollar buyout. Council Member Davis made a motion to approve Resolution 20-595 and Council Member Hawkins seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham introduced **proposed Ordinance 1707**, it addresses house numbering in the City. He asked the Council what they would like to see as a standard size. There was discussion. He then asked what they would like to see for a penalty, it is currently \$1 per day for non-compliance. There was discussion. Chief Heffelfinger will check to see what house number sizes seem to be standard at the hardware stores. There was discussion on giving a 30 day grace period before any fines would be assessed.

Street Superintendent Eric Dohner reported that the Street Department repaired several water leaks over the past several weeks. They also started painting lines and curbs today.



July 6, 2020
Common Council

Council Member Davis moved to adjourn at 7:56 pm and Council Member Johnson seconded.
The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck

Clerk-Treasurer



July 20, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Chris Gilvin, Street Supervisor
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent

Absent:

Eric Dohner, Street Superintendent

Mayor Hartman opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the July 6th meeting were presented. Council Member Ryan made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Ordinance 1707, House Numbering, was discussed. Mr. Bingham has contacted the United State Postal Service to enquire what their requirements for house number size and locations. Auburn requires their house numbers to be 3 inches tall and 1.5 inches wide. The current fine in Butler is \$5 per day, but Auburn is now at \$30 per day. Mr. Bingham would like to have the first reading of this proposed ordinance at the next meeting.

Ordinance 1712, Amending the Fireworks Ordinance, was discussed. Mr. Hollabaugh reported that it does require a public hearing because it involves penalties. He has scheduled the public hearing for August 17th.



July 20, 2020
Common Council

Ordinance 1713, An Ordinance for Additional Appropriations was read aloud for its second reading by Clerk-Treasurer Angela Eck. Council Member Davis made a motion to approve Ordinance 1713 on its second reading and Council Member Hawkins seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that he is working on revising permit fees. They have not been updated in quite some time and some of them need to be in line with what the DeKalb County Building Inspector is charging. Mr. Bingham will provide a new fee structure at a future meeting.

Street Supervisor Chris Gilvin reported that they are working on painting curbs and that water meter replacements will resume next week. The Disc Golf Course has 9 of its 18 holes completed. They need to clear a considerable amount of brush for the remaining holes.

Water and Wastewater Superintendent Brian Moore reported that his monthly report is on Google Drive.

Council Member Ryan asked Mayor Hartman if Butler Days would still be occurring. Mayor Hartman replied that at this point it is still moving forward.

Mayor Hartman reported that the Cupbearer Café will officially open on August 1st at 111 South Broadway. It is owned and operated by Inspiration Ministries. The same organization has also purchased 133 South Broadway. Their plans for that building will be released at a later date.

Mayor Hartman announced that Council Member Tammy Davis is resigning her council seat effective the end of August. She has been on the Council for 24 years and will be moving to Kendallville.

Council Member Davis moved to adjourn at 7:16 pm and Council Member Hawkins seconded. The motion passed with all in favor.

Mayor

A handwritten signature in cursive script that reads "Angela M. Eck".

Clerk-Treasurer

Common Council



August 3, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Brian Moore, Water & Wastewater Superintendent

Absent:

none

Mayor Hartman opened the regular session of the Common Council at 7:20 pm at 215 South Broadway.

Pledge of Allegiance

Mayor Hartman opened the Public Hearing for Additional Appropriations. He listed the additional appropriations and then asked for comments or questions from the audience. Hearing none, he declared the hearing closed at 7:24 pm.

The minutes from the July 20th meeting were presented. Council Member Davis made a motion to approve the minutes and Council Member Ryan seconded. The motion passed with all in favor.

Ordinance 1707, Street Address Number System, was introduced by City Planner Steve Bingham. He reported that the United States Postal Service does not have any requirements on house number sizes. He based the enforcement section of the proposed ordinance on what



August 3, 2020
Common Council

Auburn does. The fine would be increased to \$30 per day and the Clerk-Treasurer would pursue any unpaid fines or penalties. He asked the Council if they were ready for a full first reading. Mayor Hartman requested that he read it aloud. Mr. Bingham then read aloud the full proposed ordinance. There were questions and concerns from an audience member, Amy Prosser. There was discussion. Council Member Johnson made a motion to approve Ordinance 1707 with the grammatical errors being corrected and Council Member White seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Angela Eck introduced **Ordinance 1713, An Ordinance for Additional Appropriations**, for its third reading by title. Council Member Johnson made a motion to approve Ordinance 1713 on its third reading by title and Council Member Davis seconded the motion. The motion passed with all in favor.

Mayor Hartman introduced **Ordinance 1714, An Ordinance Increasing Salaries of Police Officer of Butler, Indiana, Beginning August 3, 2020**. Police Chief Mark Heffelfinger stated the need for this increase in pay mid-year. Police Departments across the country are having difficulty hiring officers and one of our officers has applied for a job at another department. We will need to replace this officer if he does choose to go elsewhere and there is no way we could do that at our current pay rates. We are the lowest paid department in the entire area. We need to be able to retain who we have and make it possible to hire more. Clerk-Treasurer Eck then read the proposed ordinance aloud. There was discussion. Clerk-Treasurer Eck stated that if the increase in pay is approved, she will need to do a transfer of appropriations to cover the additional expenses. Council Member Hawkins made a motion to approve Ordinance 1714 on its first reading and Council Member Ryan seconded the motion. The motion passed with all in favor.

Street Superintendent Eric Dohner reported that his department is working on getting all of the lines and curbs painted. They repaired two water main breaks last week due to the extremely dry weather and are working hard at water meter replacement. They will be assisting with setup for Butler Days on Thursday and Friday. They have also stoned the ditch at the new cemetery to make it easier to maintain.

Mayor Hartman gave an update on Code Enforcement. In July, Mike Fry issued 32 notices and 26 of those issues are now resolved. He will be following up on the other 6. He also tagged 9 vehicles and 6 of those have been taken care of.



August 3, 2020
Common Council

Council Member Davis moved to adjourn at 7:58 pm and Council Member Johnson seconded.
The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script, reading "Angela M. Eck".

Clerk-Treasurer



August 17, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:05 pm at 215 South Broadway.

Pledge of Allegiance

Mayor Hartman opened the **Public Hearing on the Proposed Fireworks Ordinance**. He asked for comments or questions from the audience. Hearing none, the hearing was declared closed.

The minutes from the August 3rd meeting were presented. Council Member Davis made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Proposed Ordinance 1707, An Ordinance to Amend Chapter 154 to the City of Butler, Indiana Code of Ordinances, "House Numbering", was presented for its second reading by title. Council Member Johnson made a motion to approve proposed Ordinance 1707 by title and Council Member Davis seconded the motion. The motion passed with all in favor.

Proposed Ordinance 1712, An Ordinance Amending the Fireworks Ordinance, Section 92.06, was presented for its third reading by title. Council Member Davis made a motion to approve



August 17, 2020
Common Council

proposed Ordinance 1712 on its third reading by title and Council Member White seconded the motion. The motion passed with all in favor.

Proposed Ordinance 1714, An Ordinance Increasing Salaries of Police Officers of Butler, Indiana, Beginning August 3, 2020, was presented for its second reading by title. Council Member Johnson made a motion to approve proposed Ordinance 1714 on its second reading by title and Council Member Hawkins seconded the motion. The motion passed with all in favor. Council Member Davis made a motion to approve proposed Ordinance 1714 on its third reading by title and Council Member White seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Angela Eck presented and read aloud proposed **Ordinance 1710, An Ordinance Fixing Salaries for Elected and Appointed Officials for the Year 2021**. Council Member Hawkins made a motion to approve proposed Ordinance 1710 and Council Member Ryan seconded the motion.

Clerk-Treasurer Eck presented and read aloud proposed **Ordinance 1711, An Ordinance Fixing Salaries of Employees of the City of Butler, Indiana for the Year 2021**. Council Member Johnson made a motion to approve proposed Ordinance 1711 and Council Member White seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that Forest River submitted a tax abatement application for real property. The Economic Development Commission will meet to consider it at a future date.

Street Superintendent Eric Dohner reported that his department is still painting lines and curbs. They will also be pouring more concrete for the disc golf course later this week. Walter Terlosky is allowing them to borrow his concrete wagon to transport the concrete over the bridge at Maxton Park.

Clerk-Treasurer Eck introduced the proposed budget for 2021.

Council Member Johnson thanked the people who made this year's Butler Days Festival possible. He thought that the fireworks display was great.



August 17, 2020
Common Council

Council Member Davis moved to adjourn at 7:34 pm and Council Member Hawkins seconded.
The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck

Clerk-Treasurer



September 8, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Tammy Davis, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, Street Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Scott Lanning, Interim Wastewater & Water Superintendent

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:05 pm at 215 South Broadway.

Pledge of Allegiance

Mayor Hartman opened the **Public Hearing for "House Numbering"**. He asked for comments or questions from the audience. Hearing none, the public hearing was declared closed at 7:11 pm.

Mayor Hartman opened the **Public Hearing for the proposed 2021 Budget**. He then asked for comments or questions from the audience. Hearing none, the public hearing was declared closed at 7:12 pm.

The minutes from the August 17th meeting were presented. Council Member Ryan made a motion to approve the minutes and Council Member Hawkins seconded the motion. The motion passed with all in favor.

Ordinance 1707, An Ordinance to Amend Chapter 154 of the City of Butler, Indiana Code of Ordinances, "House Numbering" was presented for its third reading by title. Council Member Johnson made a motion to approve Ordinance 1707 and Council Member Davis seconded the motion. The motion passed with all in favor.



September 8, 2020
Common Council

Resolution 20-598, A Resolution Rescinding Resolution 17-559, was presented and read aloud by City Planner Steve Bingham. Mr. Bingham explained the previous Resolution needs to be rescinded because the building that it was approved for was not constructed. Council Member Johnson made a motion to approve Resolution 20-598 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Mr. Bingham reported that the Economic Development Committee met on September 1st and reviewed Forest River's new application for tax abatement and gave a favorable recommendation. They approved a 10 year abatement on personal and real property.

Brent Stevens of Forest River explained that in 2017 they had intended to build a 100,000 square foot building on the site but they have since discovered that the site isn't favorable for a building of that size. They are committed to staying in Butler because the workforce here is friendly and proficient. Elkhart is no longer able to supply more workers for plants there. He then gave a description of the proposed building and equipment.

Mr. Bingham reported that he had previously posted the Statement of Benefits on Google Drive for the Council to look over. The DeKalb County Economic Development Corporation is also on board with the project.

Mr. Bingham presented and read aloud proposed **Resolution 20-596, Resolution Confirming a Statement of Benefits for Personal Property Tax Abatement - Forest River**. Council Member Hawkins made a motion to approve Resolution 20-596 and Council Member White seconded the motion. The motion passed with all in favor.

Mr. Bingham presented and read aloud proposed **Resolution 20-597, Resolution Confirming a Statement of Benefits for Real Property Tax Abatement - Forest River**. Council Member White made a motion to approve Resolution 20-597 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Mr. Bingham reported that he is working on updating permit fees and will have something to the Council soon.

Street Superintendent Eric Dohner reported that his department has repaired 4 to 6 water leaks in the past several weeks. They have also replaced 200 feet of 2 inch water line to the Wastewater Treatment Plant. They also poured concrete at 9 tee pads for disc golf. The Disc Golf Course is now about half completed.

Mr. Dohner also reported that the Butler Cemetery has a lot of grave decorations that are not on the concrete footers again. He would like a reminder put in the paper that this is not allowed. His department cannot properly mow and weed eat the cemetery when this happens. Mr. Bingham requested that Mr. Dohner write him something about this problem and he will put it on Facebook as well.



September 8, 2020
Common Council

Interim Wastewater and Water Superintendent Scott Lanning reported that his department has started the annual sewer cleaning. They are required to clean 25,000 feet annually, which is a little over half of the lines in the City. They will be working on this every Wednesday thru Friday for the next 4 weeks. This is required by the City's agreement with the Indiana Department of Environmental Management.

Council Member Hawkins asked Clerk-Treasurer Eck if she had made a decision on direct deposit for the elected pay. Clerk-Treasurer Eck replied that she had a couple of things to look at but that it would probably happen.

Council Member Tammy Davis reported that this would be her last meeting serving as a Council Member for the City of Butler. She thanked everyone for what they have done over the years for our community.

Mayor Mike Hartman presented the monthly Code Enforcement Report from Mike Fry. In August, Mr. Fry issued 21 vehicle citation for expired or no plates, 12 high weed notices and a stop work order on 417 Depot Street. Everyone he has been in contact with has been cooperative and had nothing but positive feedback.

Mayor Hartman reported that Brian Moore is no longer employed by the City of Butler. Lloyd Beard has been made the Operator in Charge of the water and wastewater plants. Scoot Lanning has been made the interim Wastewater & Water Superintendent. Mr. Lanning is in the process of getting his wastewater licenses. Things have been going well at the Wastewater Plant with all of the changes.

Mayor Hartman presented Council Member Tammy Davis with a Plaque of Recognition for her 24 Years of Service.

Mayor Hartman reported that Gary Miller has been appointed as Mrs. Davis replacement on the Council by the Republican Committee. He will officially take office tonight at midnight.

Council Member Davis made a motion to adjourn at 7:54 pm and Council Member Hawkins seconded the motion. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script that reads "Angela M. Eck".

Clerk-Treasurer



September 21, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Gary Miller, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, City Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Scott Lanning, Interim Wastewater & Water Superintendent

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:35 pm at 215 South Broadway.

City Attorney Cedric Hollabaugh swore in Gary Miller as the Councilman for District 3.

Pledge of Allegiance

The minutes from the September 8th meeting were presented. Council Member Ryan made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Clerk-Treasurer Eck presented and read aloud proposed **Ordinance 1715, An Ordinance Amending Salaries for Specific Employees Starting 8-31-2020**. Council Member Johnson made a motion to approve Ordinance 1715 on its first reading and Council Member Ryan seconded the motion. The motion passed with all in favor. Council Member Ryan made a motion to approve Ordinance 1715 on its second reading by title and Council Member Johnson seconded the motion. Council Member Johnson made a motion to suspend the rules and Council Member Hawkins seconded the motion. The motion passed with all in favor. Council



September 21, 2020
Common Council

Member Ryan made a motion to approve Ordinance 1715 on its third reading by title and Council Member White seconded the motion. The motion passed with all in favor. City Attorney Cedric Hollabaugh explained when and how the rules could be suspended.

Clerk-Treasurer Eck presented and read aloud Proposed **Ordinance 1716, Budget for 2021**. Council Member Johnson made a motion approving Ordinance 1716 and Council Member Hawkins seconded the motion. The motion passed with all in favor.

Ordinance 1710, An Ordinance Fixing Salaries for Elected and Appointed Officials for the Year 2021, was presented for its second reading by title. Council Member Johnson made a motion approving Ordinance 1710 on its second reading by title and Council Member Ryan seconded the motion. The motion passed with all in favor.

Ordinance 1711, An Ordinance Fixing Salaries of Employees of the City of Butler, Indiana, for the Year 2021. Clerk-Treasurer Eck read aloud the following changes: Police Clothing Allowance increased to \$1000/year/officer, removal of the position of Public Works Manager, Street Superintendent title changed to City Superintendent, and the lowering of the bi-weekly pay for the position of Water & Wastewater Superintendent. Council Member Ryan made a motion approving Ordinance 1711 as amended and Council Member White seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that he would be working on updating Permit Fees in the City Code to reflect actual costs. He will submit a draft to the Council for review before putting it in ordinance form.

Mr. Bingham also reported that he is working on requirements for Knox Boxes in new construction. These boxes allow Fire Department access to structures.

Mr. Bingham reported that he sent all of the Council Members a list of Butler parcels that are up for Tax Sale on October 7th. There are several properties of note: 505 North Beech which is a vacant lot, the Damron property which the Unsafe Building Committee approved an order to demolish, multiple Krantz parcels with no street access next to South Side Park and the Multimatic property.



September 21, 2020
Common Council

City Superintendent Eric Dohner reported that his department has completed painting lines and curbs. He is working on getting estimates for crack sealing and coating the South Side Park walking path. He also reported that he and Wastewater & Water Superintendent Scott Lanning went to Indianapolis last week to meet with Donohue Engineering and Bowen Engineering for the 60% completion for the Long-Term Control Plan engineering. Wastewater & Water Superintendent Scott Lanning reported that IDEM will be at the Treatment Plant tomorrow for the annual Combined Sewer Overflow (CSO) Audit. He also wanted to make sure that Lloyd Beard was recognized for stepping up and making sure that the City stays compliant with IDEM. He also reported that 1/3 of the sewer cleaning has been completed and that he is starting to learn about the Pre-Treatment Program to be prepared for the annual inspections at the industries.

Superintendent Lanning reported that he has Dustin Curcio working on retrieving all records, manuals and instructions related to the Treatment Plant and putting them in one location. They will then work on determining the base condition of everything mechanical and setting up a maintenance program.

Lloyd Beard is doing all of the lab work and compliance tasks and audits. He will then create a tracking and reporting system. Superintendent Lanning is assisting Dustin and going through a lot of rapid training. He hopes to take his first wastewater licensing test in November.

City Attorney Cedric Hollabaugh presented **Resolution 20-599, A Resolution Approving Interlocal Contract for Cooperative Purchasing between the City of Butler, DeKalb County, Indiana by and through its Board of Public Works and Safety and the Houston-Galveston Area Council (H-GAC)** and read it aloud. He explained the purpose of the agreement and reported that the Resolution would need to be recorded at the county and filed with the State Board of Accounts within 60 days. Council Member Miller asked if there is any cost associated with it. Mr. Hollabaugh said that there is no cost to us. Council Member White made a motion approving Resolution 20-599 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Mayor Hartman announced that Trick or Treat would be on Saturday, October 31st from 4:30 to 6:30. The Trunk or Treat will be moved to the north parking lot of Eastside High School and will be a drive through event. Mr. Hollabaugh reminded everyone that if a resident does



September 21, 2020
Common Council

not want to participate to just make sure their outside lights are off and to not answer their doors.

Council Member Johnson moved to adjourn at 8:20 pm and Council Member White seconded. The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck
Clerk-Treasurer



October 5, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Gary Miller, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, City Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Scott Lanning, Interim Wastewater & Water Superintendent

Absent:

none

Mayor Hartman opened the regular session of the Common Council at 7:25 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the September 21st meeting were presented. Council Member Johnson made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Ordinance 1711, An Ordinance Fixing Salaries of Employees of the City of Butler, Indiana, for the Year 2021 was presented for its third reading by title. Council Member White made a motion approving Ordinance 1711 and Council Member Johnson seconded the motion. The motion passed with all in favor.

Ordinance 1710, An Ordinance Fixing Salaries for Elected and Appointed Officials for the Year 2021, was presented for its third reading by title. Council Member White made a motion approving Ordinance 1710 on its second reading by title and Council Member Ryan seconded the motion. The motion passed with all in favor.



October 5, 2020
Common Council

City Planner Steve Bingham reported that he is working on an amendment to the miscellaneous fees, the last amendment was in 2017. He will be getting with Chief Heffelfinger to see if any of the Police Department fees need to be updated as well.

Mr. Bingham reported that the Second Annual Harvest Festival, presented by the Butler Main Street Group will be on Tuesday, October 13th from 4 to 8 pm. He thanked everyone who provided decorations for downtown.

City Superintendent Eric Dohner reported that the man lift broke down today. He has called United Rentals for repair and they should be here tomorrow. The Street Department started crack sealing last week. On Thursday, an outside company will crack seal and then seal the entire walking path at South Side Park. The Water Department is working on the final water meter replacements.

Water & Wastewater Superintendent Scott Lanning reported that several industries are permitted through our pre-treatment process, these are reviewed and renewed every five years. Three of those industries are due to be reviewed and their permits renewed this fall. He is also a little over halfway through cleaning sewers for this year.

City Attorney Cedric Hollabaugh presented some information on the CARES Act. The Mayor will need to sign the Participant Coronavirus Relief Fund Acceptance Certification in order for the Clerk-Treasurer to request reimbursement through this grant. This grant is administered by the Indiana Finance Authority. Council Member Johnson made a motion authorizing Mayor Hartman to sign the Certification and Council Member Hawkins seconded the motion. The motion passed with all in favor.

Council Member Ryan asked the Mayor about Council Committees and what their purpose is. Mayor Hartman and Mr. Hollabaugh gave some instances on when they would be needed.

There was discussion on the Butler Mausoleum. The issue of ownership goes back at least 50 years. Other communities have run into the same issue. Mayor Hartman will send Historian John Bry an email requesting more information on the Mausoleum. The Council Members want to keep moving forward with the issue of ownership, it has gone on far too long.

Mayor Hartman presented Code Enforcement Officer Mike Fry's report. He has done 7 trash and weed notices, tagged 9 vehicles and had 1 towed. He also did one burning notice for trash. He is also reminding residents that large item pick up is the first Monday of the month and



October 5, 2020
Common Council

brush pickup is the first week of the month. He drove over 400 miles within the city last month.

Council Member Hawkins moved to adjourn at 7:56 pm and Council Member White seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script, reading "Angela M. Eck".

Clerk-Treasurer



October 19, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, City Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney

Absent:

Gary Miller, Council District 3
Scott Lanning, Interim Wastewater & Water Superintendent

Mayor Hartman opened the regular session of the Common Council at 7:26 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the October 5th meeting were presented. Council Member Ryan made a motion to approve the minutes and Council Member Hawkins seconded. The motion passed with all in favor.

City Planner Steve Bingham reported that he issued a permit for a new house at 415 Westward with a value of \$296,573. It will have 2,314 square feet of living space, 730 square feet of garage space and no basement.

Mr. Bingham thanked everyone who assisted with the Harvest Festival, including the City crew, Butler Main Street and the sponsors.

City Superintendent Eric Dohner reported that the Street Department has started leaf collection. They are also working with Auburn Tree Service to cut back the tree canopies that are hanging over the streets. It's been several years since that's been done. The Water Department is working on flushing hydrants. Each hydrant runs an average of 15 minutes to



October 19, 2020
Common Council

do this. The crack sealing of streets is also completed. The South Side Walking Path has been crack sealed and then a seal coat was put over the top.

Clerk-Treasurer Eck reported that she submitted a grant application through the CARES Act to the Indiana Finance Authority on October 11th and received a reply back today that the claim was approved and that the wire transfer for \$87,857 would go out next Monday, October 26th.

The Common Council has been asked to reappoint Mrs. Teri Fritch to the Library Board to serve a second four year term. Council Member Johnson made a motion to reappoint Mrs. Fritch and Council Member Ryan seconded the motion. The motion passed with all in favor.

Mayor Hartman has been asked to reappoint Mr. Trent Groves and Mrs. Sondra Phillips to the Library Board. He is doing so.

Todd Sanderson, a candidate for County Commissioner, brought up the issue of overweight vehicles traveling the area roads. There was discussion on the issue.

Council Member Ryan moved to adjourn at 7:43 pm and Council Member Johnson seconded. The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck

Clerk-Treasurer



November 2, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Gary Miller, Council District 3
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney

Absent:

Eric Johnson, Council District 4

Mayor Hartman opened the regular session of the Common Council at 7:25 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the October 19th meeting were presented. Council Member Hawkins made a motion to approve the minutes and Council Member Ryan seconded. The motion passed with all in favor.

Clerk-Treasurer Eck presented and read aloud proposed **Resolution 20-600, A Resolution to Temporarily Borrow/Loan Money Between Funds and/or Departments**. The purpose of the resolution is to permit the purchase of a dump truck at a reduced cost. Council Member White made a motion to approve Resolution 20-600 and Council Member Miller seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck presented and read aloud proposed **Resolution 20-601, Resolution to Provide for Reimbursement of Public Health and Public Safety Payroll Costs with CARES Act Funding**. The purpose of the resolution is to create the CARES Act Fund and state how it is to be used. Council Member Hawkins made a motion to approve Resolution 20-601 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck presented and read aloud proposed **Ordinance 1718, an Ordinance for Additional Appropriations**. The additional appropriations are for headstone footers at Butler



November 2, 2020
Common Council

Memorial Gardens, Court Software, an IT Backup System and the CARES Act reimbursement funds which will probably be used to purchase two-way radios for the Police and Fire Departments. Council Member Ryan made a motion to approve Ordinance 1718 on its first reading and Council Member White seconded the motion. The motion passed with all in favor. The public hearing for this ordinance will be held at the first meeting in December.

Clerk-Treasurer Eck presented information from the Indiana Bond Bank HELP Program for financing the purchase of a new Vactor Truck. It is a 5-year Lease Purchase with an interest rate of 1.088%. The purchase price of the Vactor is \$426,130.82 and the City is planning on putting \$75,000 down on it. The total interest expense on the Lease is \$7,179.31. There was discussion. Council Member Hawkins made a motion to move forward with the financing for the Vactor and Council Member White seconded the motion. The motion passed with all in favor.

Police Chief Mark Heffelfinger reported that there were lots of kids trick or treating on Halloween. The Trunk or Treat event saw approximately 151 cars move through.

Council Member Ryan asked if the Board of Works and Council meetings could begin earlier. Mayor Hartman said that it could be discussed.

Mayor Hartman reported that John Bry, the DeKalb County Historian, would be here on Saturday at 11 to look at the Butler Cemetery Mausoleum and offer some guidance on how to proceed with obtaining ownership. He will also be looking at the downtown facades to see if there are any grants that could be obtained for them.

Mayor Hartman also reported that the DeKalb Partnership Duesy Awards were next Thursday and that Steve Bingham was a finalist for the "Seasoned Veteran" Award.

Council Member Ryan moved to adjourn at 7:47 pm and Council Member Hawkins seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script that reads "Angela M. Eck".
Clerk-Treasurer



November 16, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Gary Miller, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, City Superintendent
Cedric Hollabaugh, City Attorney
Scott Lanning, Interim Wastewater & Water Superintendent

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:05 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the November 2nd meeting were presented. Council Member Hawkins made a motion to approve the minutes and Council Member Ryan seconded. The motion passed with all in favor.

Ordinance 1718, An Ordinance for Additional Appropriations was presented for its second reading. Clerk-Treasurer Eck reported the following amendments: General Fund, Police Department Personnel would be \$31,353 and Capital Outlays would be \$43,000. This is still a total of \$74,353. Council Member Johnson made a motion to approve Ordinance 1718 on its second reading as amended and Council Member Ryan seconded the motion. The motion passed with all in favor.

Resolution 20-602, Resolution of the Common Council of the City of Butler Authorizing the Execution and Delivery of a Lease-Purchase Agreement for the Purpose of Acquiring Certain Sewage Works Equipment, was presented and read aloud by City Attorney Cedric



November 16, 2020
Common Council

Hollabaugh. Council Member White made a motion to approve Resolution 20-602 and Council Member Johnson seconded the motion. The motion passed with all in favor.

City Superintendent Eric Dohner reported that the two rows of footers have been installed at Butler Memorial Gardens. He also reported that leaf collection is ongoing and will go into December.

Water & Wastewater Superintendent Scott Lanning reported that they have about 3 or 4 days of sewer cleaning left and then they will have met the requirements for the year. He also reported that the industrial permits for CJ Automotive and Heidtman Steel have been renewed. The permit for SDI is still outstanding but isn't due until December 1st.

Mr. Lanning also reported that the 100% Design Review for the Long-Term Control Plan will be in Indianapolis on Wednesday with Bowen Engineering and Donohue Engineering. Mr. Dohner and Mr. Lanning will be attending. They are going to propose several changes to the plans to take a different technology path and to change some brands of equipment in order to streamline equipment repairs and replacements.

Mr. Hollabaugh asked if they would receive a project timeline at this meeting. Mr. Lanning thought that they would.

Mr. Hollabaugh reported that he has been corresponding with someone from the state regarding ownership of the Butler Mausoleum. She confirmed that the Township Trustee will need to be involved and that the Trustee should be able to assign ownership to the City of Butler. This would be allowed because the Mausoleum Association is now defunct and that falls into the duties of the Township Trustee.

Mayor Hartman reported that he and Council Members Hawkins and White met with John Bry at the Butler Mausoleum on November 7th. Mr. Bry rates the condition of the building at a 7 or 8 out of 10. They discussed several different options on repair and maintenance and promotional events.

Clerk-Treasurer Eck reported that she will present proposed Garbage & Recycling Collection rates for 2021 thru 2023 at the next meeting.



November 16, 2020
Common Council

There was a presentation from Jeff Cook and Scott Hess about the International Monster Truck Museum and Hall of Fame that will be moving to the former Eagles building on West Main Street. The Council is excited to welcome them to Butler! There was discussion on what events may be held to welcome them to town.

Council Member Ryan moved to adjourn at 7:41 pm and Council Member Hawkins seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script, reading "Angela M. Eck".

Clerk-Treasurer



December 7, 2020
Common Council

Present:

Mike Hartman, Mayor
Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Gary Miller, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Eric Dohner, City Superintendent
Mark Heffelfinger, Police Chief
Cedric Hollabaugh, City Attorney
Scott Lanning, Interim Wastewater & Water Superintendent

Absent:

Mayor Hartman opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

Public Hearing for Additional Appropriations started at 7:01 pm. Hearing no comments or questions, Mayor Hartman declared the Public Hearing closed at 7:02 pm.

The minutes from the November 16th meeting were presented. Council Member Ryan made a motion to approve the minutes and Council Member White seconded. The motion passed with all in favor.

Ordinance 1718, An Ordinance for Additional Appropriations, was presented for its third reading by title with one change. The State Board of Accounts has stated that all CARES Grant money can only be transferred to the General Fund. The additional appropriation for the Fire Operating Fund is being changed to the General Fund, Central Services. The radios that are being purchased will still belong to the Fire Department. Council Member Johnson made a motion to approve Ordinance 1718 as amended on its third reading and Council Member Hawkins seconded the motion. The motion passed with all in favor.



December 7, 2020
Common Council

Ordinance 1719, An Ordinance Establishing the Garbage/Recycling Collection Rate for the Years 2021, 2022 and 2023, was presented and read aloud by Clerk-Treasurer Eck. Council Member Ryan made a motion to approve Ordinance 1719 on its first reading and Council Member Miller seconded the motion. The motion passed with all in favor.

Resolution 20-603, A Resolution of the Common Council of the City of Butler, Indiana, Updating the Credit Card Usage Policy for All Employees of the City, was presented and read aloud by Clerk-Treasurer Eck. Council Member Johnson made a motion to approve Resolution 20-603 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Resolution 20-604, Banking Resolution for 2021, was presented and read aloud by City Attorney Cedric Hollabaugh. Council Member Hawkins made a motion to approve Resolution 20-604 and Council Member White seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that he sent an email to the Council last week about parking on Jake Street. I&M has purchased several of the parcels on the south end of Jake Street and want to remove the bubble on the cul-de-sac. Parking is currently allowed on that street and semis with trailers take advantage of it every day. This would be a problem with the electric substation at the end and the truck traffic associated with it. There was discussion. Council Member Johnson stated that the City should move forward to changing Jake Street to no on-street parking. Mr. Bingham will draft an ordinance and email it to the Council to look over.

Mr. Bingham reported that he is working on the new city website. Revise has transferred our data. He will be asking for comments and suggestions as he works on getting the new website up and running.

Mr. Bingham is also experimenting with Google Meet for future virtual meetings.

City Superintendent Eric Dohner reported that the last leaf pickup will be this week. There was also a water main break on Sunday afternoon that resulted in a boil water advisory for a small section on Pearl Street.

Mr. Dohner also reported that they will be pouring concrete to finish up the disc golf course this week. The fence on the Butler Company site has been repaired. He also stated that his department went through snow plow training presented by LTAP. There was discussion on



December 7, 2020
Common Council

the placement of mailboxes. Some of the new ones may not be the correct distance from the street.

Clerk-Treasurer Eck reported that City Attorney Cedric Hollabaugh was working on an ordinance that would allow the City to charge for Notary Services.

Council Member Johnson thanked the City Employees for all of the Christmas decorations.

Council Member Hawkins asked several questions about large item garbage collection. Is there a fine for people who put it out too early? When can it actually be set out? Clerk-Treasurer Eck said that there is currently no ordinance that would allow fines on large items being set out too early. There was discussion.

Mayor Hartman reminded everyone of the Christmas Decorating Contest.

Council Member Miller asked about street lights. He would like to see the City upgrade to newer lighting. There was discussion.

Mayor Hartman presented the Code Enforcement Monthly Report: 12 vehicles with no plates, 3 of which are still outstanding; 1 notice for too many dogs; 5 trash in yards; 1 RV permit. Mr. Fry drove 517 miles in November for Code Enforcement.

Mayor Hartman reminded everyone of the Main Street Christmas Festival this Saturday from 2 to 6 pm at the American Legion. There will be an Iceless Skating Rink, a Holiday Train Contest, Santa and His Reindeer, Hot Chocolate and Donuts.

Council Member Johnson moved to adjourn at 7:36 pm and Council Member Hawkins seconded. The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck
Clerk-Treasurer



December 21, 2020
Common Council

Present:

Tracey Hawkins, Council District 1
Gale Ryan, Council District 2
Gary Miller, Council District 3
Eric Johnson, Council District 4
Bill White, Council at Large
Angela Eck, Clerk-Treasurer
Steve Bingham, City Planner
Mark Heffelfinger, Police Chief

Call-In:

Mike Hartman, Mayor
Eric Dohner, City Superintendent
Cedric Hollabaugh, City Attorney

Absent:

Scott Lanning, Interim Wastewater & Water Superintendent

Council President Eric Johnson opened the regular session of the Common Council at 7:00 pm at 215 South Broadway.

Pledge of Allegiance

The minutes from the December 7th meeting were presented. Council Member White made a motion to approve the minutes and Council Member Ryan seconded. The motion passed with all in favor.

Ordinance 1719, An Ordinance Establishing the Garbage/Recycling Collection Rate for the Years 2021, 2022 and 2023, was presented for its second reading by title. Council Member Hawkins made a motion to approve Ordinance 1719 on its second reading by title and Council Member Miller seconded the motion. The motion passed with all in favor.

Ordinance 1720, An Ordinance Creating Notary Public Fees, was introduced by City Attorney Cedric Hollabaugh. Council Member Johnson read the proposed Ordinance aloud. Council Member Johnson made a motion to approve Ordinance 1720 on its first reading and Council Member White seconded the motion. The motion passed with all in favor. Council Member



December 21, 2020
Common Council

Hawkins made a motion to approve Ordinance 1720 on its second reading by title and Council member White seconded. The motion passed with all in favor.

Ordinance 1721, An Ordinance to Amend Chapter 71, Section III, to the City of Butler, Indiana Code of Ordinances, "Traffic Schedules" was introduced and read aloud by City Planner Steve Bingham. Council Member Ryan made a motion to approve Ordinance 1721 on its first reading and Council Member White seconded the motion. The motion passed with all in favor. Council Member Hawkins made a motion to approve Ordinance 1721 on its second reading by title and Council Member Johnson seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Angela Eck introduced and read aloud **Resolution 20-605, A Resolution to Transfer From One Fund to Another**. Council Member White made a motion to approve Resolution 20-605 and Council Member Ryan seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck introduced and read aloud **Resolution 20-606, A Resolution to Transfer Between Funds**. Council Member White made a motion to approve Resolution 20-606 and Council Member Hawkins seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck introduced and read aloud **Resolution 20-607, A Resolution for Transfers from One Fund to Another**. Council Member Johnson made a motion to approve Resolution 20-607 and Council Member White seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck introduced and read aloud **Resolution 20-608, A Resolution to Create the Butler Mausoleum Fund**. Council Member Hawkins made a motion to approve Resolution 20-608 and Council Member Miller seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck introduced and read aloud **Resolution 20-609, A Resolution for Transfer of Appropriations**. Council Member Miller made a motion to approve Resolution 20-609 and Council Member Ryan seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham reported that he is nearing completion on the website revision. He presented a preview of it on the TV. It is much simpler and easier on the eye. He will be sending the Council a link to the new website in the morning and asked that they look it over and let him know if they see anything that isn't correct.



December 21, 2020
Common Council

City Superintendent Eric Dohner reported that all of the concrete has been poured for the Disc Golf Course at Maxton Park. Leaf Collection has also wrapped up for the year.

Clerk-Treasurer Eck asked the Council to give Mayor Hartman permission to sign Fire Protection Contracts with Franklin, Stafford and Troy Townships. These are two-year contracts. Council Member Johnson made a motion authorizing Mayor Hartman to sign the contracts and Council Member Miller seconded the motion. The motion passed with all in favor.

Clerk-Treasurer Eck reported that Advanced Disposal had contacted her about garbage collection. They are having a difficult time getting enough drivers due to COVID at this time. They will do their best to get collection completed in a timely manner.

Mayor Hartman reported that Parkview has signed a 1-year Lease for the EMS Quarters at the Butler Fire Station.

Council Member Hawkins moved to adjourn at 7:33 pm and Council Member Ryan seconded. The motion passed with all in favor.

Mayor

Common Council

A handwritten signature in cursive script that reads "Angela M. Eck".

Clerk-Treasurer



January 6, 2020
Common Council

Mr. Hollabaugh read aloud proposed **Ordinance 1703, An Ordinance Amending the Time of Meetings**. The meeting time would officially change for the February 3rd meeting if approved. Council Member Johnson made a motion to approve Ordinance 1703 with the time amended to 7 pm and Council Member Davis seconded the motion. The motion passed with all in favor. Council Member Davis made a motion to approve Ordinance 1703 by title as amended and Council Member Dohner seconded the motion. The motion passed with all in favor.

City Planner Steve Bingham asked the Council to look over the proposed CEDIT Plan for 2020 thru 2021. He gave a brief summary of it and asked that the Council take action on it at their next meeting on January 20th. Mr. Bingham also gave a summary of the permits that he issued in 2019, there were a total of 46.

Street Supervisor Chris Gilvin reported that his department is taking advantage of the nicer weather by continuing water meter change outs and some alley maintenance. He is also working on getting new signs installed at Mason and Hathaway Parks.

GIS/IT Coordinator Jennifer Reilly reported that she is working on getting everyone updated to Windows 10. She also asked that the Council be prepared to take pictures for the website at their next meeting.

Clerk-Treasurer Angela Eck presented the following Public Official Bonds:

Angela Eck, Clerk-Treasurer, in the amount of \$195,000

Tammy Otis, Utility Clerk, in the amount of \$85,000

Donna Ruch, Utility Clerk, in the amount of \$15,000

Richard Obendorf, Judge, in the amount of \$15,000

Connie Bungard, Court Clerk, in the amount of \$15,000

Frank Curcio III, Fire Dept. Secretary, in the amount of \$35,000

Willian, White, Redevelopment Commissioner, in the amount of \$15,000

Teri Fritch, Redevelopment Commissioner, in the amount of \$15,000

Deborah Johnson, Court Clerk, in the amount of \$15,000

Jay Jacobs, Redevelopment Commissioner, in the amount of \$15,000

Council Member Johnson stated that he would abstain from voting on Deborah Johnson's. Council Member Davis made a motion to approve the Public Official Bonds and Council Member Ryan seconded the motion. The motion passed with Council Member Johnson abstaining.



January 6, 2020
Common Council

Mayor Hartman asked for appointments to the Plan Commission. The Council needs to appoint two people. Council Member Johnson made a motion to appoint Tammy Davis and Council Member Dohner seconded the motion. Council Member Johnson made a motion to appoint Gale Ryan and Council Member Davis seconded the motion. The motions passed with all in favor.

Mayor Hartman asked for appointments to the Redevelopment Commission. Council Member Davis made a motion to appoint Eric Dohner and Council member Johnson seconded the motion. Council Member Johnson made a motion to appoint Bill White and Council Member Dohner seconded the motion. The motions passed with all in favor.

Mayor Hartman reported that Eric Dohner was resigning from his Council Seat to become the Street Superintendent at the conclusion of tonight's meeting. Mr. Dohner will officially start work on January 20th as the Street Superintendent.

Mayor Hartman reported that the DeKalb County Republicans would hold a caucus to fill the Council District 1 vacancy. They hope to get this done the week of January 13th.

Council Member Davis moved to adjourn at 7:58 pm and Council Member Johnson seconded. The motion passed with all in favor.

Mayor

Common Council

Angela M. Eck

Clerk-Treasurer